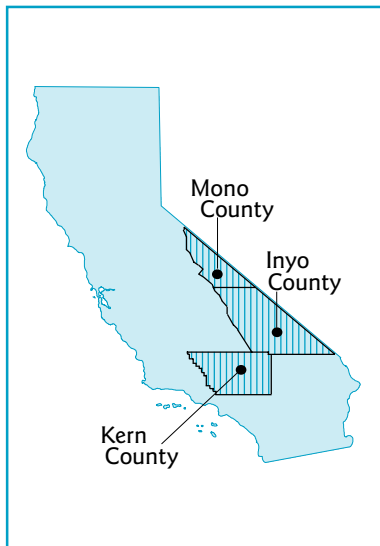


Kern, Inyo and Mono Counties

Occupational Outlook 1997



Kern, Inyo and Mono Counties

Occupational Outlook 1997

Administered and published by

Employers' Training Resource

John C. Mollison, Executive Director

Sponsored by

Kern County Board of Supervisors

Inyo County Board of Supervisors

Mono County Board of Supervisors

Employers' Training Resource Board of Directors (Private Industry Council)

California Occupational Information Coordinating Committee

In cooperation with

The State of California, Employment Development Department

A product of

The California Cooperative

CCOIS

Occupational Information System

Prepared by

Employers' Training Resource

2001 28th Street

Bakersfield, CA 93301

(805) 336-6978 or (800) 334-5670

Fax: (805) 336-6858

Acknowledgments

Employers' Training Resource (ETR) is indebted to the following organizations and individuals for their valued contributions to the 1997 Occupational Outlook Report for Kern, Inyo and Mono Counties.

- The employers of Kern, Inyo and Mono counties who gave their valuable time and shared information for this survey;
- The Kern, Inyo and Mono Counties Boards of Supervisors;
- ETR Board of Directors;
- Employment Development Department—we especially thank research analyst Alvetta Covington for her patience, guidance, cooperation, and encouragement;
- ETR Staff— special thanks go to Anne Meert, CCOIS program supervisor, Patty Mallard, CCOIS program coordinator, and CCOIS program assistants Paul Alcala, Sarah Anderberg, Suzanne Boyd and Kiny Chea; and
- The following individuals for their courtesy in lending photos used on the cover of this report: Donna Bonnefin, Lone Pine Chamber of Commerce; Catherine Merlo; John Meroski, Bakersfield Convention and Visitors Bureau; and Wm. Bolthouse Farms, Inc.

Table Of Contents

| | |
|--|----|
| Introduction | i |
| Sampling and Research Methods | ii |
| About the Occupational Summaries | iv |
| Occupational Summaries for Kern County | |
| Automotive Body and Related Repairers | 2 |
| Child Care Workers | 4 |
| Cooks - Restaurant | 6 |
| Correction Officers and Jailers | 8 |
| Data Processing Equipment Repairers | 10 |
| Farm Equipment Mechanics | 12 |
| Gaugers | 14 |
| Graders and Sorters - Agricultural Products | 16 |
| Hand Packers and Packagers | 18 |
| Heating, Air Conditioning and Refrigeration Mechanics and Installers | 20 |
| Home Health Care Workers | 22 |
| Personnel, Training and Labor Relations Specialists | 24 |
| Receptionists and Information Clerks | 26 |
| Secretaries - Medical | 28 |
| Teachers - Elementary School | 30 |
| Telephone and Cable Television Line Installers and Repairers | 32 |
| Traffic, Shipping and Receiving Clerks | 34 |
| Welders and Cutters | 36 |
| <i>Occupational Recap</i> | 38 |
| Occupational Summaries for Inyo and Mono Counties | |
| Automotive Mechanics | 42 |
| General Office Clerks | 44 |
| Hosts, Hostesses - Restaurant, Lounge and Coffee Shop | 46 |
| Lodging Managers | 46 |
| Maids and Housekeeping Cleaners | 50 |
| Stock Clerks - Sales Floor | 52 |
| Truck Drivers - Light | 54 |
| <i>Occupational Recap</i> | 56 |
| Appendices | |
| Previously Surveyed Occupations | 57 |
| Training Providers | 61 |
| Sample CCOIS Employer Questionnaire | 63 |

Introduction

The 1997 Occupational Outlook Report is presented by Employers' Training Resource (ETR), which is Kern County's employment training department and which also oversees Inyo and Mono Counties' employment training efforts.

The information presented in this report was collected and analyzed through a cooperative partnership between ETR and the Labor Market Information Division of the California Employment Development Department (LMID/EDD). This partnership is part of a statewide project known as the California Cooperative Occupational Information System (CCOIS) initiated by EDD in 1986 to determine the occupational needs of employers and to match those needs with the skills of local job seekers. Although much of the research is conducted at the local level, LMID/EDD plays an active role in all phases by providing the initial employer samples, computer software, technical assistance and guidance.

This report includes the input of more than 300 employers who took the time to respond, offer their insights and share information. The overall data represent the employment of more than 4,000 persons in the 25 occupations studied in Kern, Inyo and Mono Counties. The data presented in this report will provide many schools, counselors, job seekers and businesses with both current information and projected trends.

Possible Uses for this Report

- **Career Decisions:** Career counselors and job seekers can make informed occupational choices based on skills, abilities, interests, education and personal needs. The localized information in this report is easy to understand and includes employer requirements and preferences, wages, benefits, supply and demand assessments, sources of employment and training and more.
- **Program Planning:** This report provides planners and administrators with local employment and training information, occupational size and expected growth rates. Program planners can use this data to evaluate, eliminate, improve or plan new programs.
- **Curriculum Design:** Training providers can assess and update their curriculum based on current employer needs and projected trends, as indicated in this report.
- **Economic Development:** Local government agencies and economic development organizations will find information on the labor pool, such as occupational size, expected growth rates and wages, useful in determining the potential for business growth and development in our labor market area.
- **Program Marketing:** This occupational information is reliable, locally developed and can be used by economic developers, employers, training providers and job placement specialists to better market their programs and services.
- **Human Resources Management:** Small business owners and large corporation directors alike can use this report to help determine competitive wages and benefits, improve their recruitment and assess the availability of qualified workers for business relocation or expansion purposes.

For more information, please contact Employers' Training Resource
(805) 336-6978 or (800) 334-5670

Sampling and Research Methods

The information presented in this Occupational Outlook Report (OOR) was collected and analyzed through a cooperative partnership between Employers' Training Resource (ETR) and the Labor Market Information Division (LMID) of the California Employment Development Department (EDD). This partnership is part of a state-wide program known as the California Cooperative Occupational Information System (CCOIS).

Although much of the research is conducted at the local level, LMID/EDD plays an active role in all phases of the study by providing the names and addresses for the employer samples, computer software, technical assistance and guidance.

This year ETR studied 25 different occupations—18 in Kern County and 7 in Inyo and Mono Counties. Outlined below are the methods used to select the occupations and the criteria used by LMID/EDD to select the employers for the study.

Occupation Selection

ETR staff developed a preliminary list of occupations after an initial review of the Occupational Forecast Tables prepared by LMID/EDD. These tables provide employment information by occupation and projected job growth rates for occupations in Kern, Inyo and Mono Counties for the period 1993 through 2000. In addition, input from local employers, community organizations, training providers, ETR staff and LMID/EDD was also considered to arrive at a final list of occupations to be studied.

Employer Samples

LMID/EDD staff, using detailed data bases on employers and occupational staffing within industries, chose a representative sample of employers for each occupation. The sample comprised a cross section of various sized firms and represented all major employing industries for each occupation. ETR staff reviewed and modified each sample, as appropriate, to obtain an initial list of at least 40 employers for most of the occupations. For some occupations that had a limited employment base, the sample was smaller than 40 employers. LMID/EDD reviewed and approved the edited samples before the survey began. During the survey process, ETR staff further edited the samples since some employers responded that they did not use the occupation(s) being surveyed, were no longer in business or for other reasons could not be included in the study. Additional employers were added to the list based on knowledge of local firms or firms listed in telephone directories.

Survey Process

ETR staff used a combination of approaches to collect the data. Initially, all employers in the sample were mailed an explanation of the program with a standard two-page questionnaire developed by EDD/LMID. Follow-up phone calls were made to employers who did not respond to the mailed survey. During follow up, ETR staff explained the project, verified that the occupation was used by the employer and requested their participation in the study. Usually, employers agreed to participate, and a second copy of the survey was then faxed or mailed to them. Surveys were also completed by phone when employers agreed. All completed surveys were reviewed and checked for completeness and consistency. Employers were contacted again if answers were unclear, incomplete or conflicted with other responses.

Sampling and Research Methods (continued)

Completed questionnaires were then coded for data entry. ETR's required response goal for most of the occupations was 15 useable surveys. However, those occupations with a small employer sample required a relatively greater response rate. Required response goals also included a minimum of three useable surveys from the major industry(ies) employing the occupation to ensure adequate representation.

Tabulation and Results

Survey responses were entered into the CCOIS data base and tabulated. ETR staff analyzed the data, reviewed and incorporated supplemental information, where applicable, and prepared the final occupational summaries. Each summary was then reviewed by EDD/LMID before the final OOR was produced. Each occupational summary provides information on hours and wages; fringe benefits; employment trends; supply/demand assessments; employer requirements; job qualifications; union status (if applicable); promotional opportunities; recruitment methods; where the jobs are; and available training. *Specific employer information is and will remain confidential.*

About the Occupational Summaries

Each occupational summary follows a similar format and provides the information described below. The information for each category of the summaries is based on local employer surveys, as described in the *Sampling and Research Methods* section of this report, and supplemental information provided by LMID/EDD, if applicable. Please keep in mind that the information presented in this report represents a *snapshot in time* and that there may be more recent information available.

Occupational Titles and Descriptions

The occupational titles and descriptions are based on the Occupational Employment Statistics (OES) Dictionary published by the U.S. Department of Labor. Each title's corresponding OES code number is also provided. Alternate occupational titles more commonly used by local employers responding to the surveys may also be included for clarity.

Wages and Hours

This section shows the salary range and the median for each occupation based on local employer responses. Non-union and union wage information, if applicable, is presented. The wages reported are the average paid by each employer and do not necessarily represent the lowest or the highest. The median represents the midpoint of the ranges of salaries reported with an equal number of higher and lower salaries. All wage data reflect wages through August 31, 1997, and, therefore, do not reflect the minimum wage increase effective September 1, 1997.

When responding to the survey, employers were asked to refer to the definitions below:

| | |
|--|--|
| New hires, no experience: | Wages of persons trained or untrained but with no paid experience. |
| New hires, with experience: | Starting wages paid to journey-level or experienced persons just starting at the firm. |
| Experienced, after three years: | Wages generally paid to persons with three years of journey-level experience at the firm. The average number of weekly hours worked by full-time employees and part-time employees, if applicable, are also shown in this section. |

Also included, when applicable, is the percent of employers who responded that employees in an occupation are members of a union.

The number of hours worked per week is the weighted average based on the answers provided by responding employers.

Fringe Benefits

This section provides information on fringe benefits traditionally offered by employers for full-time and part-time workers, if applicable. The percentages are based on the number of employers responding to this question.

About the Occupational Summaries (continued)

Employment Forecast

The terms used to describe the size of each occupation refer to the estimated number of workers in an occupation. The approximate number employed in each occupation was obtained from the Occupational Forecast Tables provided by LMID/EDD. The following scale was used to define the occupation size:

| Terms | % of Wage and Salary Employment Total | Kern County | Inyo/Mono Counties |
|-------------------|--|---------------|-----------------------|
| <i>Small</i> | less than .15 | 264 or less | 18 or less |
| <i>Medium</i> | .15 but not .30 | 265-520 | 19 to 36 |
| <i>Large</i> | .30 but not .65 | 521 to 1,115 | 37 to 77 |
| <i>Very Large</i> | .65 and above | 1,116 or more | 78 or more |

Occupational projections are provided by LMID/EDD for the period 1993 through 2000. Growth rates for the years 1993-2000, as projected in the Occupational Forecast Tables, are described by their relationship to growth for all occupations in the survey area. For Kern County the projected average growth rate for all occupations is 12.8 percent, and for Inyo and Mono Counties the rate is 5.6 percent.

| | | |
|---------------------------------|---|---|
| <i>Much faster than average</i> | = | 1.50 times average or more |
| <i>Faster than average</i> | = | 1.10 to 1.49 times average |
| <i>Average</i> | = | 0.90 to 1.09 times average |
| <i>Slower than average</i> | = | less than 0.90 times average |
| <i>No significant change</i> | = | No growth projected (-1% to 1%) |
| <i>Slow decline</i> | = | Negative growth projected (-1% or less) |

This section also reports employers' perceptions of whether employment in the occupation declined, remained stable or grew over the past year, and whether they expected their firms' employment within an occupation to decline, remain stable or grow over the next three years.

Supply/Demand Assessment

The terms used in this section of the summary refer to the relative difficulty employers experience in finding qualified applicants for entry and experienced positions in the occupation. Supply and demand terms are listed separately for experienced and inexperienced workers. The following terms are used in describing the local supply/demand situation found in Kern, Inyo and Mono Counties:

| | |
|---------------------------|---|
| <i>Very Difficult</i> | Demand is considerably greater than the supply of qualified applicants. Employers often cannot find qualified applicants when an opening exists. |
| <i>Somewhat Difficult</i> | Demand is somewhat greater than the supply of qualified applicants. Employers may have some difficulty finding qualified applicants when an opening exists. |

About the Occupational Summaries (continued)

A Little Difficult

Supply is somewhat greater than demand for qualified applicants when seeking jobs.

Not Difficult

Supply of qualified applicants is considerably greater than demand, creating a very competitive job market for applicants.

Employer Requirements

■ Education of Recent Hires

This section indicates the education level of recent hires in each occupation.

■ Experience & Other Requirements

This section indicates whether the responding employers require related work experience and whether they accept training as a substitute for experience.

Job Qualifications

The basic skills, knowledge, abilities and certification and licensing information described in this section are from information provided by LMID/EDD and not from employers who responded to the survey.

Promotional Opportunities

This section shows whether employers promote employees in the occupation to higher level positions and identifies the types of positions to which employees are promoted. When reference is made to *all*, *almost all*, *most*, *many*, *some* or *few*, the following definitions apply:

| | |
|-----------------------------|----------------------|
| <i>All Employers</i> | <i>100%</i> |
| <i>Almost All Employers</i> | <i>80% to 99%</i> |
| <i>Most Employers</i> | <i>60% to 79%</i> |
| <i>Many Employers</i> | <i>40% to 59%</i> |
| <i>Some Employers</i> | <i>20% to 39%</i> |
| <i>Few Employers</i> | <i>Less than 20%</i> |

Recruitment Methods

Listed in this section are the most common methods used by the responding employers to recruit applicants for the occupation.

Where the Jobs Are

This section identifies the major sources of employment for each occupation. The industry titles are taken from the Standard Industrial Classification (SIC) as used in the 1993-2000 Occupational Forecast Tables supplied by LMID/EDD.

About the Occupational Summaries (continued)

Available Training

Where applicable, training providers which offer training are identified for each occupation. A list of training providers is located at the end of this report. Additional information may be found in the *Kern, Inyo and Mono Counties 1996 Training Directory* available through Employers' Training Resource.

Occupational Summaries

Kern County

Automotive Body & Related Repairers
Child Care Workers
Cooks - Restaurant
Correction Officers, Jailers
Data Processing Equipment Repairers
Farm Equipment Mechanics
Gaugers
Graders & Sorters - Agricultural Products
Hand Packers & Packagers
Heating, Air Conditioning & Refrigeration Mechanics
Home Health Care Workers
Personnel, Training & Labor Relations Specialists
Receptionists & Information Clerks
Traffic, Shipping & Receiving Clerks
Telephone & Cable Television Installers
Secretaries - Medical
Teachers - Elementary School
Welders and Cutters

Automotive Body and Related Repairers

OES Code: 853050

15 Employers Responded

139 Jobs Represented

Alternate Titles: Auto Body Technicians, Auto Body Painters, Bodymen/Painters, Auto Body Repairers

Description

Automotive Body and Related Repairers repair, repaint and refinish automotive vehicle bodies, straighten vehicle frames and replace damaged vehicle glass.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00 - \$16.00 | \$ 6.00 |
| Experienced/New to Firm | | |
| Non-union | \$ 6.50 - \$24.05 | \$13.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 9.00 - \$24.05 | \$14.00 |

Full-time workers in this occupation work an average of 41 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 85% | 8% |
| Dental Insurance | 62% | 8% |
| Vision Insurance | 31% | 0% |
| Life Insurance | 38% | 8% |
| Paid Sick Leave | 23% | 0% |
| Paid Vacation | 92% | 0% |
| Retirement Plan | 23% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Small*

Job Growth Rate: *Faster than average (17.6%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 53% | 47% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 47% | 53% |

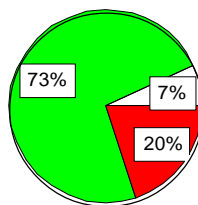
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*
Inexperienced: *Somewhat difficult*

Employer Requirements

Education of Recent Hires:



7% Less than High School
73% High School or Equivalent
20% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 0% | 7% | 40% | 53% |
| Training as substitute for experience | 13% | 80% | 0% | 7% |

Automotive Body and Related Repairers (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: install vehicle glass, operate power hand tools, apply various painting techniques, lift at least 70 pounds repeatedly, tolerate dust and paint fumes, read and follow instructions, write legibly, provide own hand tools, work independently and work with close supervision.

Skills in: masking, welding, working with fiberglass, basic math and oral communication.

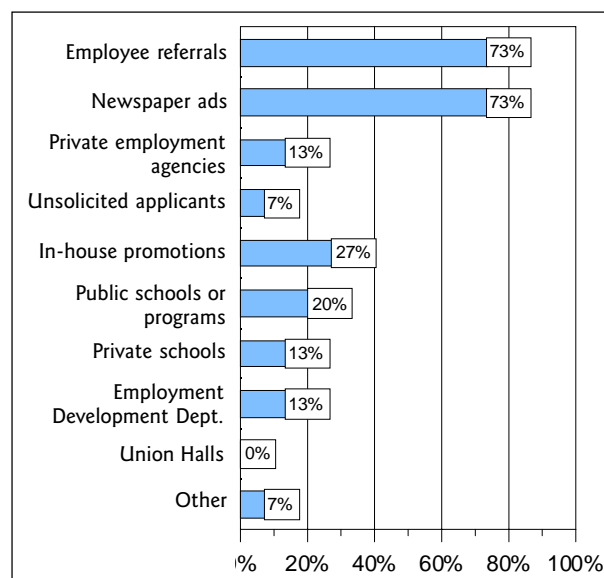
Other: color perception.

Promotional Opportunities

Many employers (53%) promote employees from this occupation to higher level positions. These positions may include estimator, supervisor or manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation.



Where the Jobs Are

Major Employing Industries:

- New and used car dealers
- Top and body repair and paint shops
- General automotive repair shops

Available Training

Kern Regional Occupational Center, North Kern Vocational Training Center

Child Care Workers

OES Code: 680380

16 Employers Responded

327 Jobs Represented

Alternate Titles: Teachers, Paraprofessionals, Teacher Associates, Day Care Attendants, Campus Aides

Description

Child Care Workers attend children at schools, businesses and institutions performing a variety of tasks, such as dressing, feeding, bathing and overseeing play. This occupation does not include workers whose primary function is to teach in a structured setting.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$ 8.63 | \$ 5.50 |
| Union | \$ 6.07-\$11.80 | \$ 7.31 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.00-\$ 8.63 | \$ 6.00 |
| Union | \$ 6.07-\$13.17 | \$ 7.91 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.00-\$ 9.15 | \$ 7.00 |
| Union | \$ 7.03-\$14.85 | \$ 8.28 |

Some employers (25%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 40 hours a week. Part-time employees work an average of 22 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 85% | 15% |
| Dental Insurance | 69% | 15% |
| Vision Insurance | 69% | 15% |
| Life Insurance | 46% | 15% |
| Paid Sick Leave | 77% | 23% |
| Paid Vacation | 69% | 23% |
| Retirement Plan | 62% | 15% |
| Child Care | 54% | 23% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size: *Large*

Job Growth Rate: *Much faster than average (30.8%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 56% | 44% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 6% | 44% | 50% |

Supply/Demand Assessments

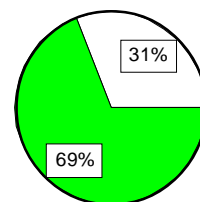
Degree of difficulty employers have in finding qualified applicants:

Experienced: *A little difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



31% High School or Equivalent
69% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 19% | 31% | 25% | 25% |
| Training as substitute for experience | 0% | 50% | 38% | 13% |

Child Care Workers (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: administer emergency first aid, read orally, read and follow instructions, stand continuously for two or more hours, work independently, work under close supervision, work under pressure, handle crisis situations, exercise patience, understand a variety of cultures, lift at least 40 pounds repeatedly, write legibly and write effectively.

Skills in: music, basic math and oral communication.

Knowledge of: early childhood development.

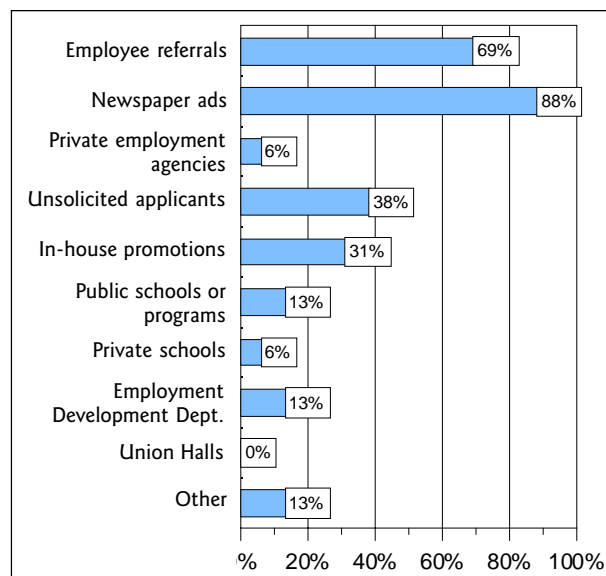
Other: health screening, including a chest X-ray and criminal background check.

Promotional Opportunities

Most employers (75%) reported they promote employees from this occupation to higher level positions. These positions may include teacher or director.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation.



Where The Jobs Are

Major Employing Industries:

- Elementary and secondary schools
- Child day care services
- Religious organizations
- Local government

Available Training

Antelope Valley Regional Occupational Program, Bakersfield College, Community Connection For Child Care, Cerro Coso Community College, Kern County Regional Occupational Program, Kern High School District, Porterville College, Taft College

Cooks - Restaurant

OES Code: 650260

16 Employers Responded

196 Jobs Represented

Alternate Titles: Chefs, Second Chefs, Line Cooks, Prep Cooks

Description

Restaurant Cooks prepare, season and cook soups, meats, vegetables, desserts and other foodstuffs in restaurants. They may order supplies, keep records and accounts, price items on a menu or plan the menu.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$ 8.63 | \$ 5.35 |
| Union | \$ 5.00-\$ 5.00 | \$ 5.00 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.00-\$10.64 | \$ 7.18 |
| Union | \$ 6.00-\$ 6.00 | \$ 6.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.00-\$14.38 | \$ 9.00 |
| Union | \$ 8.00-\$ 8.00 | \$ 8.00 |

Few employers (6%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 40 hours a week. Part-time employees work an average of 28 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 8% |
| Dental Insurance | 58% | 0% |
| Vision Insurance | 25% | 0% |
| Life Insurance | 67% | 8% |
| Paid Sick Leave | 42% | 17% |
| Paid Vacation | 92% | 17% |
| Retirement Plan | 33% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): Large

Job Growth Rate: Faster than average (18.9%)

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 88% | 13% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 100% | 0% |

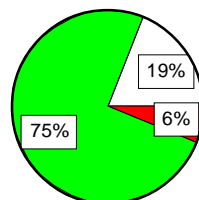
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: A little difficult
Inexperienced: A little difficult

Employer Requirements

Education of Recent Hires:



19% Less than High School
75% High School or Equivalent
6% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 6% | 44% | 25% | 25% |
| Training as substitute for experience | 6% | 63% | 19% | 13% |

Cooks - Restaurant (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: plan and organize the work of others, plan menus, pass a pre-employment medical examination, stand continuously for two or more hours, lift at least 30 pounds repeatedly, read and follow instructions, write legibly, write effectively, work independently, work under pressure and work with close supervision.

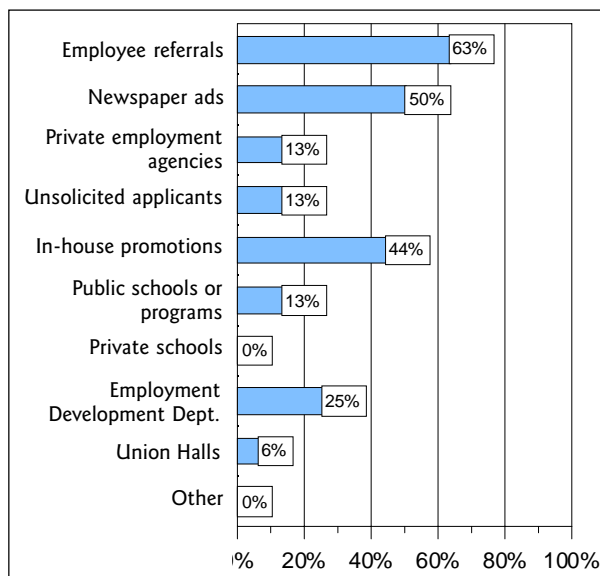
Skills in: food baking, pastry making, sauce making, meat carving, ethnic cooking, food buying, basic math and oral communication.

Promotional Opportunities

Most employers (69%) promote employees from this occupation to higher level positions. These positions may include head chef, lead cook or kitchen manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation.



Where the Jobs Are

Major Employing Industries:

- Eating places
- Hotels and motels

Available Training

Antelope Valley Regional Occupational Program, Bakersfield College, Kern Regional Occupational Center, West Side Regional Occupational Program

Correction Officers and Jailers

OES Code: 630170

6 Employers Responded

1,329 Jobs Represented

Alternate Titles: Correctional Officers, Sheriff's Detention Officers, Corrections Monitors

Description

Correction Officers and Jailers guard inmates in penal or rehabilitative institutions in accordance with established regulations and procedures. They may guard prisoners in transit between jail, courtrooms, prison or other points, traveling by automobile or public transportation and may be designated deputy guard. This occupation includes Deputy Sheriffs who spend the majority of their time guarding prisoners in county correctional institutions.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 9.17-\$ 9.20 | \$ 9.19 |
| Union | \$10.49-\$13.57 | \$11.52 |
| Experienced/New to Firm | | |
| Non-union | \$ 9.20-\$ 9.29 | \$ 9.25 |
| Union | \$10.97-\$14.99 | \$12.52 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$10.70-\$11.50 | \$11.10 |
| Union | \$12.07-\$21.00 | \$14.17 |

Most employers (67%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 40 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 17% |
| Dental Insurance | 83% | 17% |
| Vision Insurance | 100% | 17% |
| Life Insurance | 50% | 0% |
| Paid Sick Leave | 100% | 17% |
| Paid Vacation | 100% | 17% |
| Retirement Plan | 100% | 17% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Very large*

Job Growth Rate: *Much faster than average (21.0%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 50% | 50% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 83% | 17% |

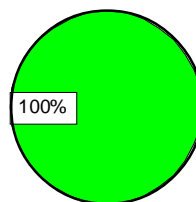
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: *A little difficult*
Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



100% High School or Equivalent

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 83% | 17% | 0% | 0% |
| Training as substitute for experience | 17% | 33% | 33% | 17% |

Correction Officers and Jailers (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: plan and organize the work of others, administer emergency first aid, write effectively, supervise others, pass a pre-employment medical examination, pass a physical performance test, read and follow instructions, write legibly, work independently, work with close supervision, work under pressure, handle crisis situations and understand a variety of cultures.

Skills in: basic math and oral communication.

Licenses: valid driver's license.

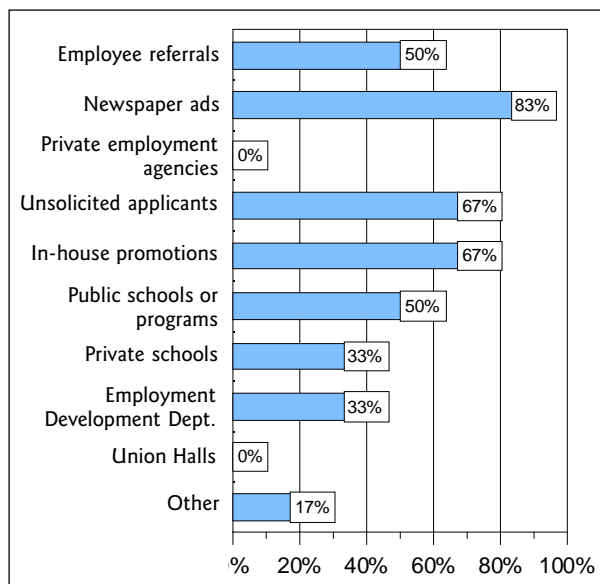
Other: firearms qualification card.

Promotional Opportunities

All employers (100%) promote employees from this occupation to higher level positions. These positions may include shift supervisor or correctional sergeant.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- State government
- Federal government
- Local government

Available Training

Bakersfield College, San Joaquin Valley College, Taft College

Data Processing Equipment Repairers

OES Code: 857050

16 Employers Responded

102 Jobs Represented

Alternate Titles: Technicians

Description

Data Processing Equipment Repairers repair, maintain and install electronic computers (mainframes, minis and micros), peripheral equipment and word processing systems. This occupation does not include Non-Data Processing Equipment Repairers.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00 - \$13.50 | \$ 7.50 |
| Experienced/New to Firm | | |
| Non-union | \$ 8.00 - \$16.00 | \$10.18 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$10.00 - \$19.00 | \$14.19 |

Full-time workers in this occupation work an average of 40 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 0% |
| Dental Insurance | 62% | 0% |
| Vision Insurance | 46% | 0% |
| Life Insurance | 23% | 0% |
| Paid Sick Leave | 69% | 0% |
| Paid Vacation | 85% | 0% |
| Retirement Plan | 46% | 0% |
| Child Care | 8% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Small*

Job Growth Rate: *Faster than average (15.2%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 44% | 56% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 19% | 81% |

Supply/Demand Assessments

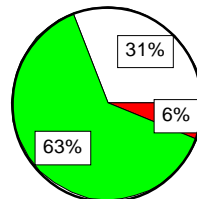
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *Somewhat difficult*

Employer Requirements

Education of Recent Hires:



31% High School or Equivalent
63% Some College but no Degree
6% Associate Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 0% | 19% | 38% | 44% |
| Training as substitute for experience | 6% | 94% | 0% | 0% |

Data Processing Equipment Repairers (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: use analog and digital computers, operate electronics testing equipment and peripheral equipment, use diagnostics programs, write effectively, read and follow instructions, write legibly, work independently and work with close supervision.

Skills in: problem solving, record keeping, basic math, oral communication and public contact.

Knowledge of: EDP systems engineering, mainframe, micro and mini computer hardware and operating systems.

Licenses: valid driver's license.

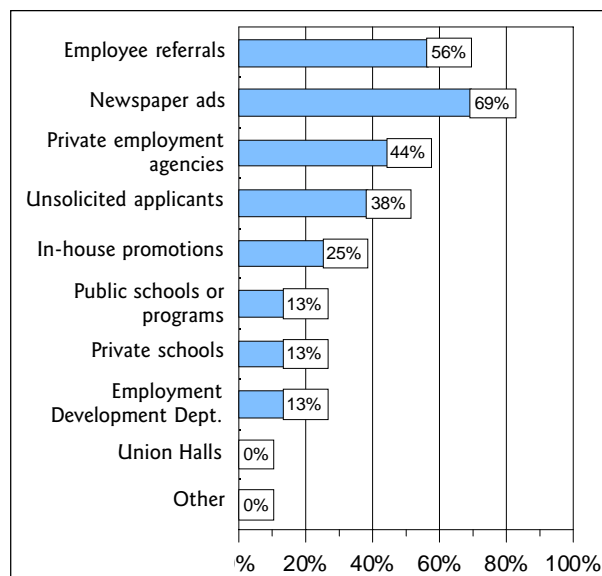
Other: reliable vehicle.

Promotional Opportunities

Most employers (69%) promote employees from this occupation to higher level positions. These positions may include senior technician or manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Electronic computers
- Computers, peripherals and software
- Department stores
- Radio, TV and electronic stores
- Computer and software stores
- Computer programming services
- Computer maintenance and repair

Available Training

Antelope Valley College, Bakersfield College, Cerro Coso Community College, Kern County Regional Occupational Program, Kern High School District - JTPA Services Division, National Training Institute

Farm Equipment Mechanics

OES Code: 853210

15 Employers Responded

139 Jobs Represented

Alternate Titles: Mechanics, Service Technicians, Irrigation Installers

Description

Farm Equipment Mechanics maintain, repair and overhaul farm machinery and vehicles, such as tractors, harvesters and irrigation systems. They may repair dairy equipment. This occupation does not include Bus and Truck Mechanics and Diesel Engine Specialists.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$11.00 | \$ 7.50 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.50 - \$17.50 | \$10.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 7.00 - \$20.50 | \$13.00 |

Full-time workers in this occupation work an average of 41 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 0% |
| Dental Insurance | 69% | 0% |
| Vision Insurance | 54% | 0% |
| Life Insurance | 85% | 0% |
| Paid Sick Leave | 77% | 0% |
| Paid Vacation | 100% | 0% |
| Retirement Plan | 62% | 0% |
| Child Care | 8% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Small*

Job Growth Rate: *Slower than average (3.5%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 73% | 27% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 13% | 53% | 33% |

Supply/Demand Assessments

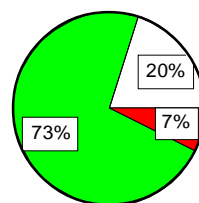
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



20% Less than High School
73% High School or Equivalent
7% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 0% | 7% | 33% | 60% |
| Training as substitute for experience | 20% | 53% | 20% | 7% |

Farm Equipment Mechanics (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate electric testing equipment and electronic automotive diagnostic equipment, repair gas and diesel engines, read blue prints, implement safe work practices, provide and use own hand tools, lift at least 75 pounds repeatedly, write legibly, read and follow instructions, work independently and work with close supervision.

Skills in: shop math, welding, basic math and oral communication.

Knowledge of: hydraulics and basic auto mechanics.

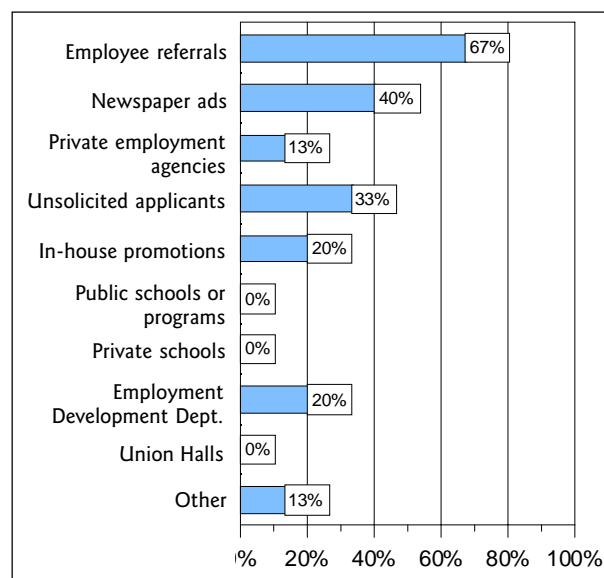
Other: mechanical aptitude.

Promotional Opportunities

Many employers (47%) promote employees from this occupation to higher level positions. These positions may include sales, machinist, supervisor, foreman or shop manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Farm and garden machinery
- Fresh fruits and vegetables
- Repair services, not elsewhere classified

Available Training

Our research indicates that training is not offered specifically for this occupation, but training in many of the technical skills identified in the Job Qualifications section of this summary is available from the following providers: Antelope Valley Regional Occupational Program, Bakersfield College, Cerro Coso College, Kern County Regional Occupational Training Center, North Kern Vocational Training Center, Porterville College, Taft College, Westside Regional Occupational Program

Gaugers

OES Code: 950170

8 Employers Responded

24 Jobs Represented

Alternate Titles: Field Gaugers, District Gaugers, Pumpers

Description

Gaugers gauge and test oil in storage tanks and regulate the flow of oil into pipelines at wells, tank farms, refineries and marine and rail terminals following prescribed standards and regulations.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$10.00-\$14.96 | \$12.48 |
| Union | \$13.22-\$20.23 | \$19.15 |
| Experienced/New to Firm | | |
| Non-union | \$14.00-\$20.20 | \$14.98 |
| Union | \$18.13-\$20.23 | \$19.15 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$14.25-\$20.20 | \$16.45 |
| Union | \$18.13-\$21.33 | \$20.12 |

Many employers (50%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 41 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 0% |
| Dental Insurance | 100% | 0% |
| Vision Insurance | 63% | 0% |
| Life Insurance | 100% | 0% |
| Paid Sick Leave | 100% | 0% |
| Paid Vacation | 100% | 0% |
| Retirement Plan | 100% | 0% |
| Child Care | 13% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Small*

Job Growth Rate: *Much faster than average (31.7%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 13% | 75% | 13% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 13% | 75% | 13% |

Supply/Demand Assessments

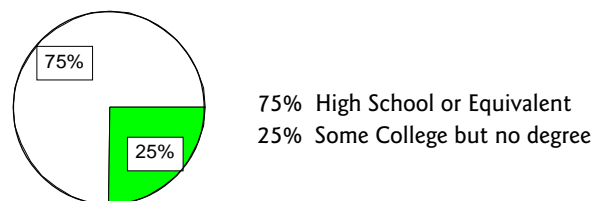
Degree of difficulty employers have in finding qualified applicants:

Experienced: *A little difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 0% | 25% | 25% | 50% |
| Training as substitute for experience | 13% | 88% | 0% | 0% |

Gaugers (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: read gauges and testing equipment, follow prescribed standards and regulations, drive a truck, read and follow instructions, write legibly, work independently and work with close supervision.

Skills in: record keeping, basic math, oral communication and public contact.

Licenses: valid driver's license.

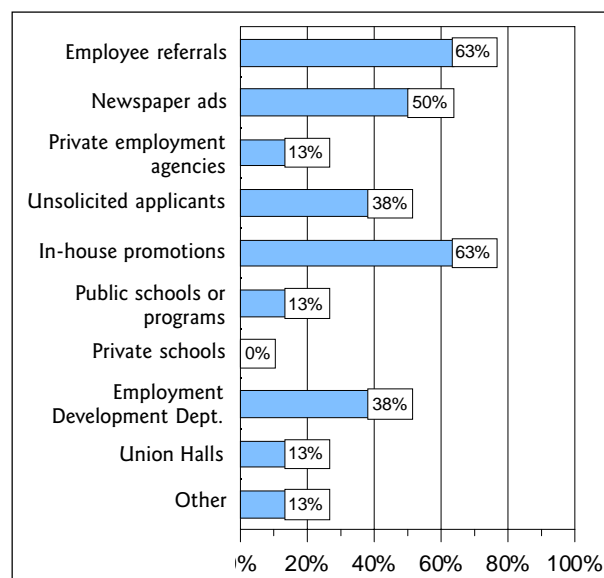
Other: possession of mechanical aptitude.

Promotional Opportunities

Most employers (75%) promote employees from this position to higher level positions. These positions may include chief gauger, foreman, supervisor or manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Crude petroleum and natural gas
- Drilling oil and gas wells
- Crude petroleum pipelines

Available Training

Our research indicates that no formal training is available for this occupation.

Graders and Sorters - Agricultural Products

OES Code: 790110

12 Employers Responded

6,566 Jobs Represented

Alternate Titles: Packers

Description

Graders and Sorters grade, sort or classify unprocessed food and other agricultural products by size, weight, color or condition. This occupation does not include Inspectors and Graders of processed agricultural products.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$ 5.90 | \$ 5.15 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.00-\$ 5.90 | \$ 5.20 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.00-\$ 6.75 | \$ 5.73 |

Full-time workers in this occupation work an average of 48 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 0% |
| Dental Insurance | 43% | 0% |
| Vision Insurance | 86% | 0% |
| Life Insurance | 71% | 0% |
| Paid Sick Leave | 0% | 0% |
| Paid Vacation | 43% | 0% |
| Retirement Plan | 14% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Small*

Job Growth Rate: *Much faster than average (32.8%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 8% | 75% | 17% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 17% | 42% | 42% |

Supply/Demand Assessments

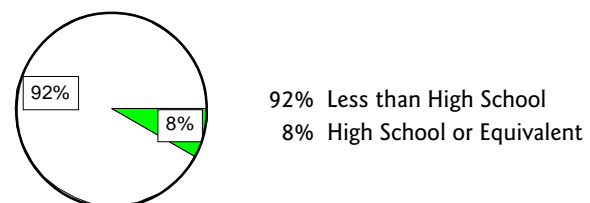
Degree of difficulty employers have in finding qualified applicants:

Experienced: *A little difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 50% | 17% | 33% | 0% |
| Training as substitute for experience | 17% | 42% | 33% | 8% |

Graders and Sorters - Agricultural Products (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: stand for prolonged periods, do routine and repetitive work, lift at least 50 pounds, read and follow instructions, write legibly, work independently, work with close supervision, use a computer terminal and work rapidly.

Skills in: hand-eye coordination, basic math and oral communication.

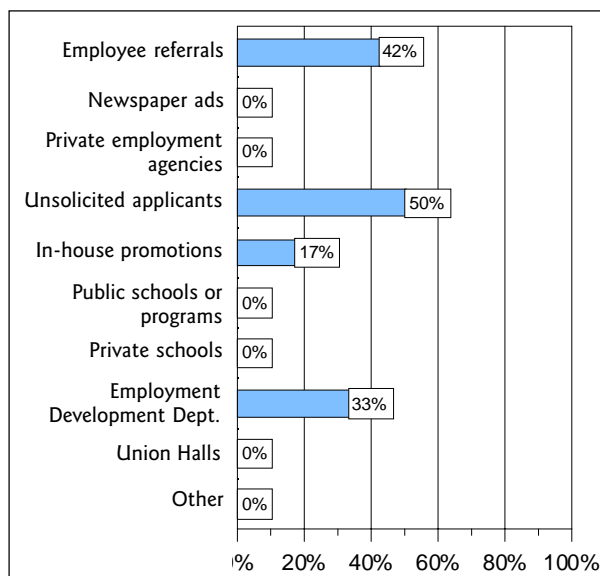
Other: manual dexterity and good vision.

Promotional Opportunities

Most employers (75%) promote employees from this occupation to higher level positions. These positions may include cashier, supervisor, foreman or manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Fresh fruits and vegetables
- Farm products - raw materials, not elsewhere classified

Available Training

Our research indicates that no formal training is available for this occupation.

Hand Packers and Packers

OES Code: 989020

15 Employers Responded

2,323 Jobs Represented

Alternate Titles: Warehouse Workers, General Laborers

Description

Hand Packers and Packers pack or package by hand a wide variety of products and materials. This occupation does not include workers whose job requires more than minimum training.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 4.75-\$ 8.55 | \$ 5.05 |
| Union | \$ 5.15-\$ 5.50 | \$ 5.20 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.00-\$ 8.55 | \$ 5.15 |
| Union | \$ 5.20-\$ 6.35 | \$ 5.50 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.00-\$ 8.55 | \$ 5.95 |
| Union | \$ 6.70-\$ 7.00 | \$ 6.70 |

Some employers (20%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 41 hours a week. Part-time employees work an average of 25 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 82% | 18% |
| Dental Insurance | 36% | 18% |
| Vision Insurance | 36% | 18% |
| Life Insurance | 55% | 18% |
| Paid Sick Leave | 27% | 18% |
| Paid Vacation | 55% | 18% |
| Retirement Plan | 27% | 18% |
| Child Care | 9% | 9% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): Large

Job Growth Rate: Slower than average (8.6%)

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 7% | 53% | 40% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 7% | 40% | 53% |

Supply/Demand Assessments

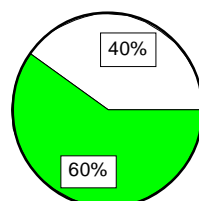
Degree of difficulty employers have in finding qualified applicants:

Experienced: A little difficult

Inexperienced: A little difficult

Employer Requirements

Education of Recent Hires:



40% Less than High School
60% High School or Equivalent

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 60% | 13% | 27% | 0% |
| Training as substitute for experience | 7% | 47% | 20% | 27% |

Hand Packers and Packagers (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: stand or sit continuously for two or more hours, lift at least 50 pounds repeatedly, read and follow instructions, write legibly, work independently and work with close supervision.

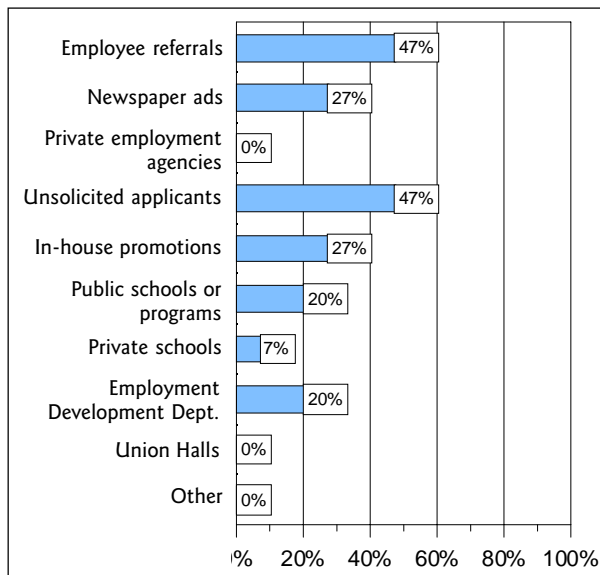
Skills in: hand-eye coordination, basic math and oral communication.

Promotional Opportunities

Almost all employers (93%) promote employees from this occupation to higher level positions. These may include cashier, foreman or manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Food preparations, not elsewhere classified
- Newspapers
- Plastics foam products
- Local trucking, with storage
- Fresh fruits and vegetables
- Farm supplies
- Grocery stores
- Eating places
- Employment agencies
- Help supply services
- Business services, not elsewhere classified

Available Training

Our research indicates that no formal training is available for this occupation.

Heating, Air Conditioning and Refrigeration Mechanics

OES Code: 859020

16 Employers Responded

126 Jobs Represented

Alternate Titles: Mechanics, Service Technicians

Description

Heating, Air Conditioning and Refrigeration Mechanics install and repair heating, air conditioning and refrigeration systems. Their duties may include installation and repair of oil burners, hot-air furnaces, heating stoves and similar equipment in homes and commercial establishments using hand and pipe threading tools. They may also install and repair cooling and central air conditioning systems. This occupation does not include workers who do only plumbing and pipefitting work.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$11.82 | \$ 6.00 |
| Union | \$ 6.66-\$ 7.00 | \$ 6.83 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.50-\$26.00 | \$12.50 |
| Union | \$10.00-\$13.24 | \$10.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$10.00-\$29.00 | \$15.00 |
| Union | \$13.50-\$22.00 | \$14.60 |

Few employers (19%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 40 hours a week. Part-time employees work an average of 20 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 0% |
| Dental Insurance | 73% | 0% |
| Vision Insurance | 47% | 0% |
| Life Insurance | 40% | 0% |
| Paid Sick Leave | 40% | 0% |
| Paid Vacation | 60% | 0% |
| Retirement Plan | 53% | 0% |
| Child Care | 13% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Medium*

Job Growth Rate: *Much faster than average (21.2%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 13% | 56% | 31% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 6% | 50% | 44% |

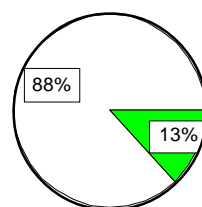
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*
Inexperienced: *Somewhat difficult*

Employer Requirements

Education of Recent Hires:



88% High School or Equivalent
13% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 0% | 19% | 56% | 25% |
| Training as substitute for experience | 6% | 69% | 25% | 0% |

Heating, Air Conditioning and Refrigeration Mechanics

(continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: read blueprints, lift at least 100 pounds repeatedly, read and follow instructions, work independently and provide own hand tools.

Skills in: cost estimating, sheet metal working, plumbing, pipefitting, soldering, welding, problem solving, basic math, oral communication and public contact.

Knowledge of: circuit design.

Licenses: valid driver's license.

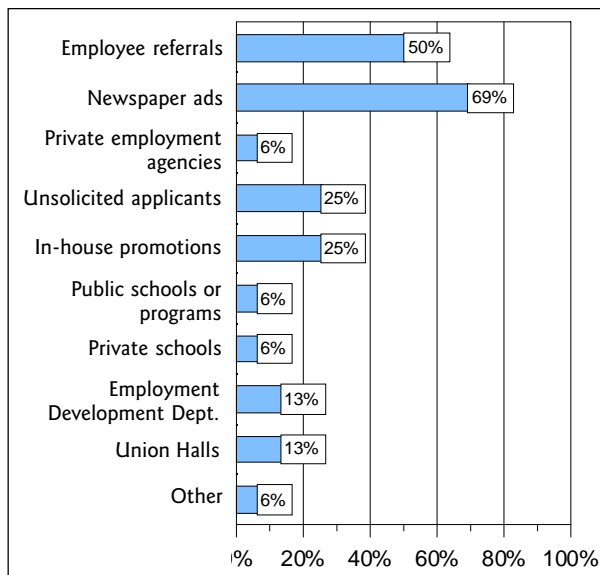
Other: bondable and good driving record.

Promotional Opportunities

Many employers (50%) promote employees from this occupation to higher level positions. These positions may include supervisor or manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Plumbing, Heating, Air Conditioning
- Refrigeration Service and Repair
- Gas and Other Services Combined
- Federal Government

Available Training

Bakersfield College, San Joaquin Valley College

Home Health Care Workers

OES Code: 660110

13 Employers Responded

463 Jobs Represented

Alternate Titles: Certified Home Health Aides, Certified Nurse Assistants, Home Care Providers

Description

Home Health Care Workers care for elderly, convalescent or handicapped persons in the homes of their patients. They perform duties for patients such as changing bed linen, preparing meals, assisting in and out of bed, bathing, dressing, grooming and assisting with medications that are self-administered. This occupation includes Certified Home Health Aides, Certified Nurse Assistants caring for patients in their homes and uncertified Home Health Care Workers.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.15-\$10.00 | \$ 7.01 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.50-\$15.00 | \$ 8.50 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.50-\$16.00 | \$10.00 |

Full-time workers in this occupation work an average of 40 hours a week. Part-time employees work an average of 22 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 82% | 27% |
| Dental Insurance | 82% | 18% |
| Vision Insurance | 82% | 18% |
| Life Insurance | 82% | 18% |
| Paid Sick Leave | 82% | 27% |
| Paid Vacation | 91% | 27% |
| Retirement Plan | 73% | 18% |
| Child Care | 9% | 9% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Medium*

Job Growth Rate: *Much faster than average (39.0%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 8% | 8% | 85% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 0% | 100% |

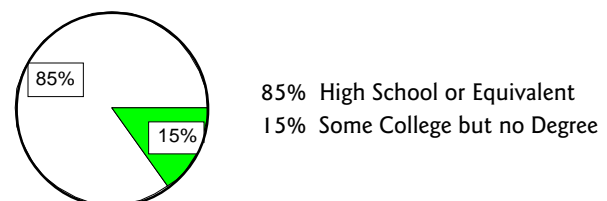
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*
Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 15% | 8% | 15% | 62% |
| Training as substitute for experience | 0% | 62% | 31% | 8% |

Home Health Care Workers (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: prepare meals, apply transferring techniques when moving patients, write effectively, read and follow instructions, write legibly, work independently, work with close supervision and pass a pre-employment medical examination

Skills in: basic math and oral communication.

Licenses or certifications: Home Health Aide Certificate, Certified Nurse Assistant qualification, CPR Certificate and a valid driver's license.

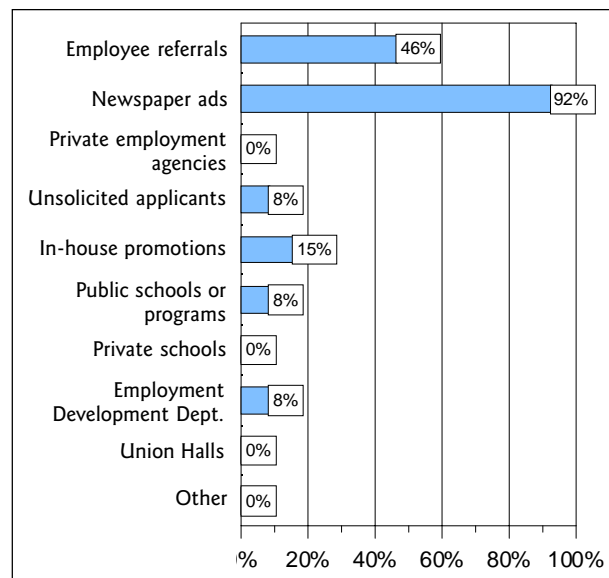
Other: reliable vehicle.

Promotional Opportunities

Most employers (62%) promote employees from this occupation to higher level positions. These positions may include Licensed Vocational Nurse (L.V.N.) or Registered Nurse (R.N.) (with required certification and licensing).

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Help supply services
- Home health care services
- Residential care
- Local government

Available Training

Antelope Valley Regional Occupational Program, Bakersfield College, Cerro Coso Community College, Delano Adult School, East Bakersfield High School, Kern High School District-JTPA Services Division, Kern County Regional Occupational Program, Kern Regional Occupational Center, North Kern Vocational Training Center, Porterville College, Santa Barbara Business College, San Joaquin Valley College

Personnel, Training, & Labor Relations Specialists

OES Code: 215110

16 Employers Responded

90 Jobs Represented

Alternate Titles: Staff Trainers, Training Administrators, Personnel Managers

Description

Personnel, Training and Labor Relations Specialists conduct programs of recruitment, selection, placement, training, promotion, welfare, safety, compensation or separation of employees. They may specialize in specific areas such as labor-management relations, counseling, job analysis, position classification, training or compensation. This occupation does not include workers primarily involved in personnel research and in the administration of testing and counseling programs for which a background in psychology is required. Also, this occupation does not include employment interviewers in private or public employment agencies.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 6.00-\$17.26 | \$11.51 |
| Experienced/New to Firm | | |
| Non-union | \$ 6.50-\$25.89 | \$14.69 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 8.50-\$28.77 | \$18.07 |

Full-time workers in this occupation work an average of 41 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 0% |
| Dental Insurance | 94% | 0% |
| Vision Insurance | 69% | 0% |
| Life Insurance | 69% | 0% |
| Paid Sick Leave | 94% | 6% |
| Paid Vacation | 94% | 6% |
| Retirement Plan | 69% | 6% |
| Child Care | 13% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Medium*

Job Growth Rate: *Faster than average (14.3%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 81% | 19% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 6% | 88% | 6% |

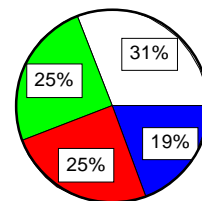
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*
Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



31% High School or Equivalent
25% Some College but no Degree
25% Associate Degree
19% Bachelor Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 13% | 19% | 38% | 31% |
| Training as substitute for experience | 38% | 50% | 13% | 0% |

Personnel, Training, & Labor Relations Specialists

(continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: manage an activity or department, explain and follow grievance procedures, hire and assign personnel, write effectively, read and follow instructions, write legibly, work independently and work with close supervision.

Skills in: vocational counseling, basic math, oral communication and customer service.

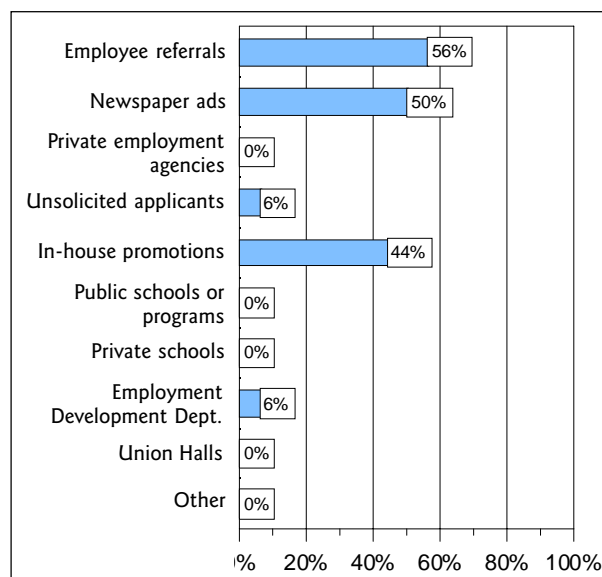
Knowledge of: micro computer hardware and operating systems, personnel classification procedures, OSHA safety standards, EEO and affirmative action programs and guidelines, labor law, labor relations practices, federal and state benefits regulations and employee pension plan regulations.

Promotional Opportunities

Many employers (47%) promote employees from this occupation to higher level positions. These positions may include human resources assistant manager or sales manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Crude petroleum and natural gas
- Petroleum refining
- Computer programming services
- Business services, not elsewhere classified
- General medical and surgical hospitals
- Labor organizations
- Management consulting services
- Federal, state and local government
- Oil and gas field services, not elsewhere classified

Available Training

California State University, Bakersfield

Receptionists and Information Clerks

OES Code: 553050

15 Employers Responded

187 Jobs Represented

Alternate Titles: Administrative Assistants,
Customer Service Representatives

Description

Receptionists and Information Clerks answer inquiries and obtain information for the general public (customers, visitors and other interested parties) concerning activities conducted at an establishment, such as the location of offices or persons within the firm, departments within the store or services within the hotel. They may perform a variety of other clerical duties. This occupation does not include Receptionists who primarily operate switchboards.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$ 9.08 | \$ 6.32 |
| Union | \$ 5.00-\$ 5.00 | \$ 5.00 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.50-\$12.82 | \$ 7.51 |
| Union | \$ 6.00-\$ 6.00 | \$ 6.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 6.00-\$14.74 | \$ 8.60 |
| Union | \$11.05-\$11.05 | \$11.05 |

Few employers (7%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 39 hours a week. Part-time employees work an average of 23 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 87% | 27% |
| Dental Insurance | 60% | 13% |
| Vision Insurance | 47% | 7% |
| Life Insurance | 53% | 13% |
| Paid Sick Leave | 73% | 27% |
| Paid Vacation | 87% | 27% |
| Retirement Plan | 53% | 13% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Very Large*

Job Growth Rate: *Average* (13.6%)

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 7% | 67% | 27% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 73% | 27% |

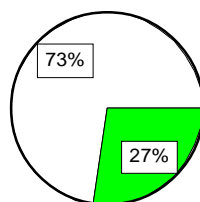
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: *A little difficult*
Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



73% High School or Equivalent
27% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 20% | 27% | 53% | 0% |
| Training as substitute for experience | 13% | 60% | 13% | 13% |

Receptionists and Information Clerks (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate a multi-line command telephone center, use word processing software, write effectively, type at least 45 words per minute, read and follow instructions, write legibly, work independently, work under pressure and work with close supervision.

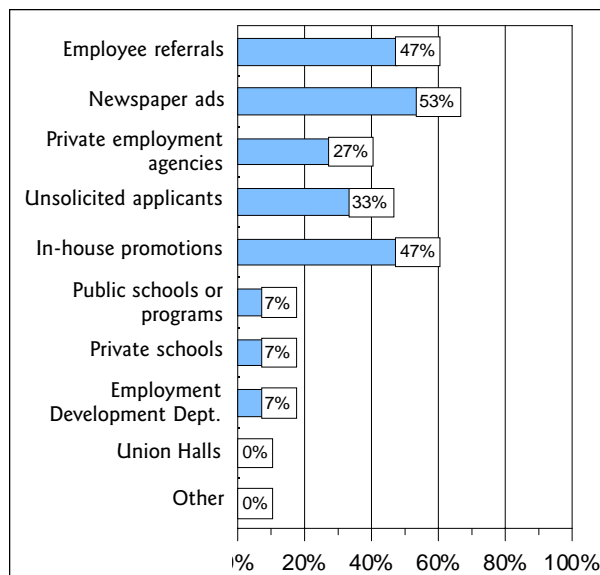
Skills in: alphabetic and numeric filing, bookkeeping, telephone answering, basic math, oral communication, customer service and public contact.

Promotional Opportunities

Most employers (73%) promote employees from this occupation to higher level positions. These positions may include data entry, customer service, staff coordinator or manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Insurance agents, brokers and services
- Real estate agents and managers
- Beauty shops
- Offices and clinics of medical doctors
- Offices and clinics of dentists
- Offices and clinics of health practitioners, not elsewhere classified
- General medical and surgical hospitals
- Legal services
- Accounting, auditing and bookkeeping
- Local government

Available Training

Bakersfield College, Cerro Coso Community College, Delano Adult School, Kern High School District/Bakersfield Adult School, Kern County Regional Occupational Program, Kern Regional Occupational Center, McFarland Unified School District, Mexican American Opportunity Foundation, North Kern Vocational Training Center, Porterville College, Santa Barbara Business College, San Joaquin Valley College, Taft College, West Side Regional Occupational Program

Secretaries - Medical

OES Code: 551050

16 Employers Responded

88 Jobs Represented

Alternate Titles: Records Clerks, Administrative Secretaries, Insurance Billers

Description

Medical Secretaries perform secretarial duties utilizing specific knowledge of medical terminology and hospital, clinic or laboratory procedures. Their duties include taking dictation and compiling and recording medical charts, reports and correspondence, as well as preparing and sending bills to patients or recording appointments.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$12.00 | \$ 7.00 |
| Union | \$11.80-\$11.80 | \$11.80 |
| Experienced/New to Firm | | |
| Non-union | \$ 6.14-\$14.00 | \$ 8.00 |
| Union | \$12.85-\$12.85 | \$12.85 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 7.16-\$16.00 | \$ 9.50 |
| Union | \$12.85-\$12.85 | \$12.85 |

Few employers (6%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 40 hours a week. Part-time employees work an average of 21 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 93% | 0% |
| Dental Insurance | 57% | 0% |
| Vision Insurance | 29% | 0% |
| Life Insurance | 50% | 0% |
| Paid Sick Leave | 93% | 7% |
| Paid Vacation | 100% | 7% |
| Retirement Plan | 86% | 14% |
| Child Care | 14% | 7% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Medium*

Job Growth Rate: *Faster than average (18.2%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 63% | 38% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 63% | 38% |

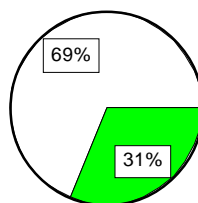
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*
Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



69% High School or Equivalent
31% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 6% | 25% | 44% | 25% |
| Training as substitute for experience | 19% | 63% | 13% | 6% |

Secretaries - Medical (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate a transcribing machine, complete and explain insurance forms, follow billing procedures, use word processing software, write effectively, maintain an appointment calendar, take dictation at 100 words per minute or more, type at least 60 words per minute, read and follow instructions, write legibly, work independently and work with close supervision.

Skills in: proofreading and telephone answering, basic math and oral communication.

Knowledge of: medical terminology.

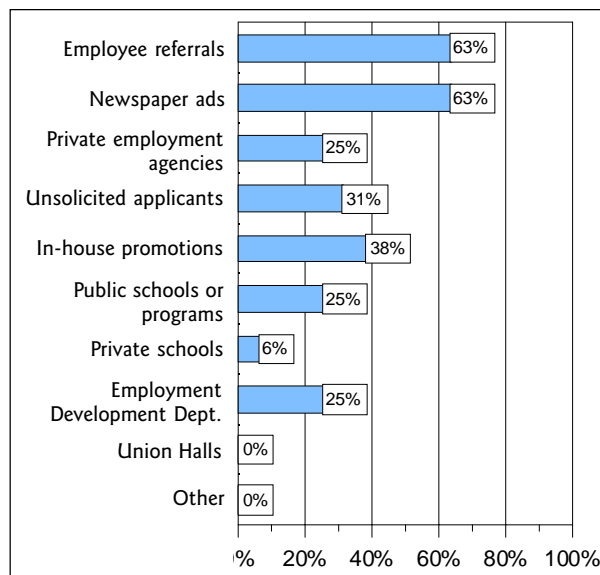
Certification: medical transcription certificate.

Promotional Opportunities

Most employers (63%) promote employees from this occupation to higher level positions. These positions may include supervisor or office manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Offices and clinics of medical doctors
- Offices and clinics of dentists
- Offices and clinics of chiropractors
- General medical and surgical hospitals

Available Training

Kern County Regional Occupational Program, Kern Regional Occupational Center, Mexican American Opportunity Foundation, North Kern Vocational Training Center, Santa Barbara Business College, San Joaquin Valley College

Teachers - Elementary

OES Code: 313050

21 Employers Responded

2,106 Jobs Represented

Alternate Titles: Certificated Teachers

Description

Elementary School Teachers teach elementary (kindergarten through eighth grade) pupils in public or private schools basic academic, social and other formative skills. This does not include special education teachers who teach only handicapped pupils.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$14.01 | \$12.27 |
| Union | \$12.89-\$18.54 | \$14.91 |
| Experienced/New to Firm | | |
| Non-union | \$ 6.00-\$16.55 | \$12.27 |
| Union | \$13.39-\$19.75 | \$16.81 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 6.75-\$19.18 | \$16.55 |
| Union | \$14.11-\$20.73 | \$17.75 |

Almost all employers (86%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 38 hours a week. Part-time employees work an average of 21 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 95% | 24% |
| Dental Insurance | 90% | 24% |
| Vision Insurance | 90% | 24% |
| Life Insurance | 62% | 14% |
| Paid Sick Leave | 95% | 10% |
| Paid Vacation | 29% | 10% |
| Retirement Plan | 86% | 33% |
| Child Care | 10% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Very large*

Job Growth Rate: *Faster than average (15.1%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 14% | 86% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 10% | 38% | 52% |

Supply/Demand Assessments

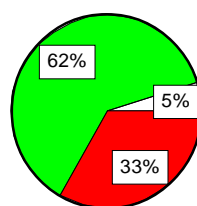
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *Somewhat difficult*

Employer Requirements

Education of Recent Hires:



5% Some College but no Degree
62% Bachelor Degree
33% Graduate Study

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 10% | 57% | 29% | 5% |
| Training as substitute for experience | 0% | 62% | 19% | 19% |

Teachers - Elementary (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: administer emergency first aid, write effectively, read and follow instructions, exercise patience, work independently, work under pressure and work with close supervision.

Skills in: audio visual teaching, art, music, classroom management, supervising others, record keeping and problem solving.

Knowledge of: algebra and a variety of cultures.

Certificates: state teacher's certificate.

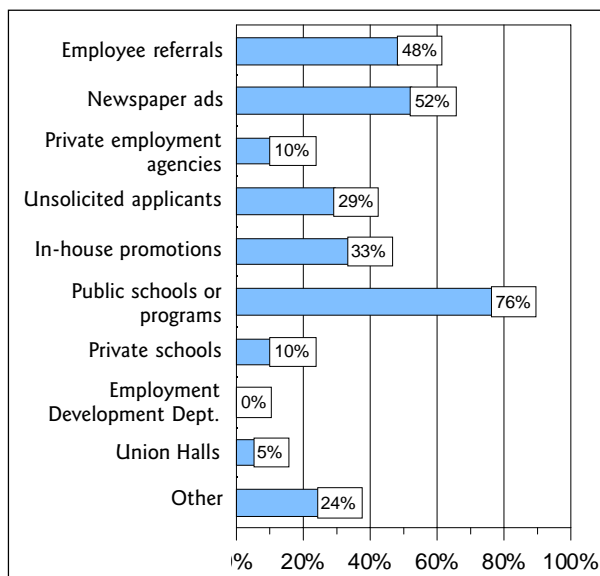
Other: clean police record.

Promotional Opportunities

Almost all employers (81%) promote employees from this occupation to higher level positions. These positions may include project coordinator, vice principal or principal.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Elementary and secondary schools

Available Training

California State University, Bakersfield

Telephone and Cable TV Line Installers and Repairers

OES Code: 857020

12 Employers Responded

132 Jobs Represented

Alternate Titles: Cable Splicers, Installers, Technicians

Description

Telephone and Cable TV Line Installers and Repairers install and repair telephone and telegraph lines, television distribution cables, poles and related equipment such as supports, insulation and guywire systems. Other duties include locating and repairing defects in existing systems and placing, rearranging and removing underground or aerial cables.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$14.38 | \$ 8.00 |
| Union | \$10.00-\$10.00 | \$10.00 |
| Experienced/New to Firm | | |
| Non-union | \$ 6.50-\$21.88 | \$11.00 |
| Union | \$11.50-\$11.50 | \$11.50 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 7.63-\$30.00 | \$14.00 |
| Union | \$12.00-\$12.00 | \$12.00 |

Few employers (8%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 40 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 0% |
| Dental Insurance | 82% | 0% |
| Vision Insurance | 45% | 0% |
| Life Insurance | 55% | 0% |
| Paid Sick Leave | 91% | 0% |
| Paid Vacation | 91% | 0% |
| Retirement Plan | 91% | 0% |
| Child Care | 18% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Medium*

Job Growth Rate: *Slower than average (1.7%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 17% | 33% | 50% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 33% | 67% |

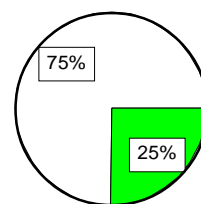
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*
Inexperienced: *Somewhat difficult*

Employer Requirements

Education of Recent Hires:



75% High School or Equivalent
25% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 0% | 17% | 50% | 33% |
| Training as substitute for experience | 0% | 83% | 17% | 0% |

Telephone and Cable TV Line Installers and Repairers

(continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate electric testing equipment and trenching machines, apply principles of microwave and laser technology, read blueprints and schematics, use hand tools and service manuals, climb poles, distinguish colors, crawl under buildings, work independently, work on call, work with close supervision, read and follow instructions, write legibly and implement safe work practices.

Skills in: problem solving, basic math and oral communication.

Knowledge of: fiber optics.

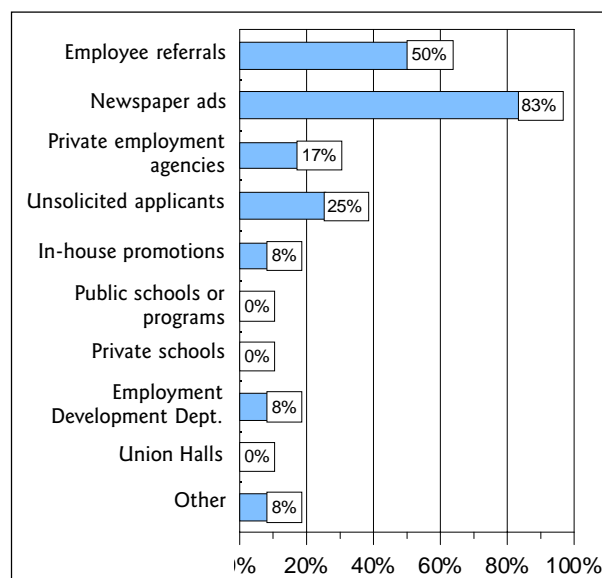
Licenses: valid driver's license.

Promotional Opportunities

Almost all employers (83%) promote employees from this occupation to higher level positions. These positions may include sales representative or supervisor.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Water, sewer and utility lines
- Electrical work
- Telephone communications, except radio
- Cable and other pay television services
- Communication services, not elsewhere classified

Available Training

Henkels and McCoy, Inc.

Traffic, Shipping & Receiving Clerks

OES Code: 580280

15 Employers Responded

42 Jobs Represented

Alternate Titles: Receivers, Pickers, Forklift Drivers, Lumpers, Associates

Description

Traffic, Shipping and Receiving Clerks verify and keep records on incoming and outgoing shipments and prepare items for shipment. Duties include assembling, addressing, stamping and shipping merchandise or material; receiving, unpacking, verifying and recording incoming merchandise or material; and arranging for the transportation of products. This occupation does not include Stock Clerks and workers whose primary duties involve weighing and checking.

Wages and Hours

| | Wage Range | Median |
|----------------------------------|-----------------|---------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$ 7.00 | \$ 5.00 |
| Union | \$ 7.50-\$ 7.50 | \$ 7.50 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.00-\$10.00 | \$ 6.25 |
| Union | \$ 7.50-\$ 7.50 | \$ 7.50 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.00-\$12.50 | \$ 7.75 |
| Union | \$15.00-\$15.00 | \$15.00 |

Few employers (7%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 40 hours a week. Part-time employees work an average of 22 hours a week.

Fringe Benefits

| | Full-time | Part-time |
|-------------------|-----------|-----------|
| Medical Insurance | 100% | 7% |
| Dental Insurance | 93% | 7% |
| Vision Insurance | 64% | 7% |
| Life Insurance | 43% | 7% |
| Paid Sick Leave | 79% | 7% |
| Paid Vacation | 100% | 7% |
| Retirement Plan | 79% | 7% |
| Child Care | 14% | 7% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): Large

Job Growth Rate: Slower than average (6.7%)

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 80% | 20% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 73% | 27% |

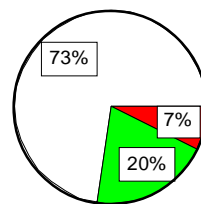
Supply/Demand Assessments

Degree of difficulty employers have in finding qualified applicants:

Experienced: Somewhat difficult
Inexperienced: Somewhat difficult

Employer Requirements

Education of Recent Hires:



73% High School or Equivalent
20% Some College but no Degree
7% Bachelor Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 13% | 27% | 47% | 13% |
| Training as substitute for experience | 7% | 60% | 27% | 7% |

Traffic, Shipping & Receiving Clerks (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate a fork lift, plan and organize the work of others, write effectively, type at least 30 words per minute, use the U.S. and private parcel post service, stand continuously for two or more hours, lift at least 60 pounds repeatedly, write legibly, work independently, work under pressure, read and follow instructions and work with close supervision.

Skills in: record keeping, basic math and oral communication.

Knowledge of: inventory techniques.

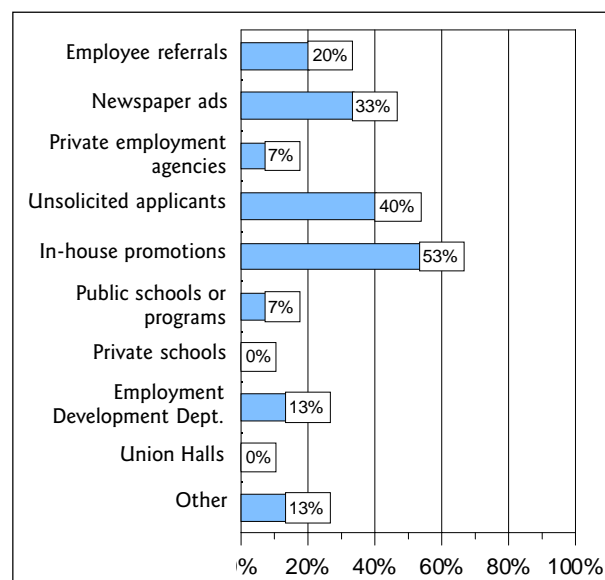
Licenses: valid driver's license.

Promotional Opportunities

Almost all employers (93%) promote employees from this occupation to higher level positions. These positions may include team leader, supervisor or manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- General warehousing and storage
- U.S. postal service
- Construction and mining machinery
- Lumber and other building materials
- Department stores
- Miscellaneous general merchandise stores
- Grocery stores
- Help supply services

Available Training

Proteus, Inc.

Welders & Cutters

OES Code: 939140

16 Employers Responded

182 Jobs Represented

Alternate Titles: Iron Workers, Welders Helpers, Fitters, Structural Welders

Description

Welders and Cutters use flame cutting, hand, arc and gas welding equipment and gas torches to weld together metal components of such products as pipelines, automobiles, boilers and ships, or join together components of fabricated sheet metal assemblies, or cut, trim or scarf metal objects to dimensions as specified by layout, work orders or blueprints.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$12.00 | \$ 8.00 |
| Experienced/New to Firm | | |
| Non-union | \$ 7.50-\$15.00 | \$10.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$10.00-\$18.00 | \$12.25 |

Full-time workers in this occupation work an average of 41 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 100% | 0% |
| Dental Insurance | 50% | 0% |
| Vision Insurance | 0% | 0% |
| Life Insurance | 42% | 0% |
| Paid Sick Leave | 33% | 0% |
| Paid Vacation | 75% | 0% |
| Retirement Plan | 17% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Medium*

Job Growth Rate: *Faster than average (17.0%)*

(The projected average growth rate for all occupations in Kern County is 12.8% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 13% | 44% | 44% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 69% | 31% |

Supply/Demand Assessments

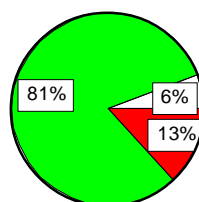
Degree of difficulty employers have in finding qualified applicants:

Experienced: *A little difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education & Training of Recent Hires:



6% Less than High School
81% High School or Equivalent
13% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 6% | 31% | 25% | 38% |
| Training as substitute for experience | 6% | 75% | 19% | 0% |

Welders & Cutters (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate inspection equipment, read blueprints and working drawings, use precision tools, pass a work performance test, stand continuously for two or more hours, work in awkward positions and from ladders and scaffolds, read and follow instructions, write legibly, work independently and work with close supervision.

Skills in: arc and gas welding, basic math and oral communication.

Certificates: structural, pressure, vessel and pipe welding certifications.

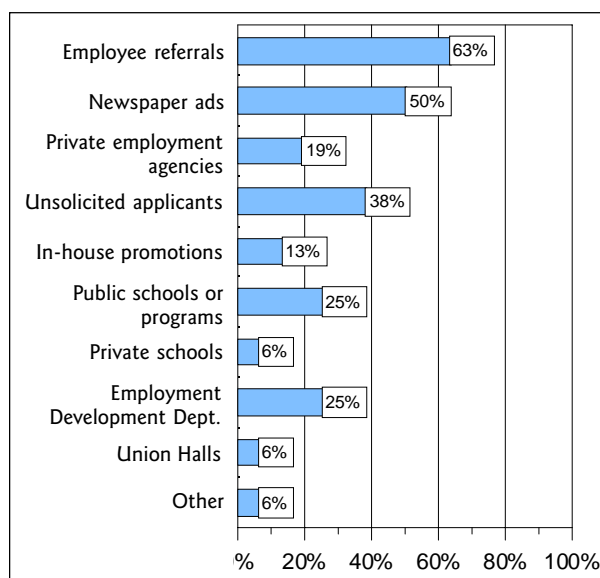
Other: mechanical aptitude.

Promotional Opportunities

Many employers (50%) promote employees from this occupation to higher level positions. These positions may include foreman.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Crude petroleum and natural gas
- Oil and gas exploration services
- Oil and gas field services, not elsewhere classified
- Water, sewer and utility lines
- Structural steel erection
- Special trade contractors, not elsewhere classified
- Farm machinery and equipment
- Hardware
- Welding repair
- Repair services, not elsewhere classified
- Federal government

Available Training

Bakersfield College, Cerro Coso Community College, Kern County Regional Occupational Program, Kern Regional Occupational Center, North Kern Vocational Training Center, Porterville College

Occupational Recap of 1997 Kern County Labor Market Study

| Occupation | Size of Occupation | Job Growth Rate Compared to average growth rate for all occupations in Kern County | Supply/Demand Assessment Degree of difficulty employers have in finding qualified applicants | Median Hourly Wages (Non-union) New hires, no experience New hires, with experience 3 Yrs. experience with firm |
|---|---------------------------|--|--|--|
| Automotive Body & Related Repairers | Small | Faster than average | Experienced: Some Inexperienced: Some | \$ 6.00 \$13.00 \$14.00 |
| Child Care Workers | Large | Much faster than average | Experienced: A little Inexperienced: A little | \$ 5.50 \$ 6.00 \$ 7.00 |
| Cooks - Restaurants | Large | Faster than average | Experienced: A little Inexperienced: A little | \$ 5.35 \$ 7.18 \$ 9.00 |
| Correction Officers & Jailers | Very large | Much faster than average | Experienced: A little Inexperienced: A little | \$ 9.19 \$ 9.25 \$11.10 |
| Data Processing Equipment Repairers | Small | Faster than average | Experienced: Some Inexperienced: Some | \$ 7.50 \$10.18 \$14.19 |
| Farm Equipment Repairers | Small | Slower than average | Experienced: Some Inexperienced: A little | \$ 7.50 \$10.00 \$13.00 |
| Gaugers | Small | Much faster than average | Experienced: A little Inexperienced: A little | \$12.48 \$14.98 \$16.45 |
| Graders & Sorters - Agricultural Products | Small | Much faster than average | Experienced: A little Inexperienced: A little | \$ 5.15 \$ 5.20 \$ 5.73 |
| Hand Packers & Packagers | Large | Slower than average | Experienced: A little Inexperienced: A little | \$ 5.05 \$ 5.15 \$ 5.95 |
| Heating, Air Conditioning & Refrigeration Mechanics | Medium | Faster than average | Experienced: Some Inexperienced: Some | \$ 6.00 \$12.00 \$15.00 |
| Home Health Care Workers | Medium | Much faster than average | Experienced: Some Inexperienced: A little | \$ 7.01 \$ 8.50 \$10.00 |

Occupational Recap of 1997 Kern County Labor Market Study (continued)

| Occupation | Size of Occupation | Job Growth Rate Compared to average growth rate for all occupations in Kern County | Supply/Demand Assessment Degree of difficulty employers have in finding qualified applicants | Median Hourly Wages (Non-union) New hires, no experience New hires, with experience 3 yrs. experience with firm |
|---|---------------------------|--|--|--|
| Personnel, Training & Labor Relations Specialists | Medium | Faster than average | Experienced: Some Inexperienced: A little | \$ 11.51 \$ 14.69 \$ 18.07 |
| Receptionists & Information Clerks | Very large | Average | Experienced: A little Inexperienced: A little | \$ 6.32 \$ 7.51 \$ 8.60 |
| Secretaries - Medical | Medium | Faster than average | Experienced: Some Inexperienced: A little | \$ 7.00 \$ 8.00 \$ 9.50 |
| Teachers - Elementary | Very large | Faster than average | Experienced: Some Inexperienced: Some | \$ 12.27 \$ 12.27 \$ 16.55 |
| Telephone & Cable TV Line Installers & Repairers | Medium | Slower than average | Experienced: Some Inexperienced: Some | \$ 8.00 \$ 11.00 \$ 14.00 |
| Traffic, Shipping & Receiving Clerks | Large | Slower than average | Experienced: Some Inexperienced: Some | \$ 5.00 \$ 6.25 \$ 7.75 |
| Welders & Cutters | Medium | Faster than average | Experienced: A little Inexperienced: A little | \$ 8.00 \$ 10.00 \$ 12.25 |

Occupational Summaries

Inyo and Mono Counties

Auto Mechanics
General Office Clerks
Hosts, Hostesses - Restaurant, Lounge or Coffee Shop
Lodging Managers
Maids & Housekeeping Cleaners
Truck Drivers - Light
Stock Clerks - Sales Floor

Automotive Mechanics

OES Code: 853020

15 Employers Responded

42 Jobs Represented

Alternate Titles: Automotive Technicians

Description

Automotive Mechanics adjust, repair and overhaul automotive vehicles. They may be designated according to specialties, such as Brake Repairers, Transmission Mechanics or Front-End Mechanics. This occupation does not include Auto Body Repairers, Bus and Truck Mechanics, Diesel Engine Specialists and Electrical Systems Specialists.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$15.00 | \$ 7.00 |
| Union | \$10.49-\$11.78 | \$11.14 |

| | | |
|--------------------------------|-----------------|---------|
| Experienced/New to Firm | | |
| Non-union | \$ 6.00-\$20.00 | \$10.40 |
| Union | \$11.02-\$15.69 | \$13.36 |

| | | |
|----------------------------------|-----------------|---------|
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 8.00-\$26.00 | \$13.00 |
| Union | \$12.16-\$16.99 | \$14.57 |

Few employers (14%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 41 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 80% | 0% |
| Dental Insurance | 10% | 0% |
| Vision Insurance | 10% | 0% |
| Life Insurance | 30% | 0% |
| Paid Sick Leave | 40% | 0% |
| Paid Vacation | 90% | 0% |
| Retirement Plan | 40% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Very large*

Job Growth Rate: *Faster than average (7.1%)*

(The projected average growth rate for all occupations in Inyo and Mono Counties is 5.6% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 73% | 27% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 7% | 64% | 29% |

Supply/Demand Assessments

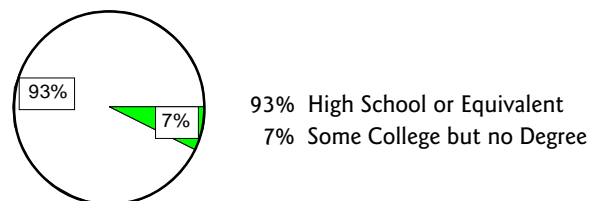
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 0% | 0% | 53% | 47% |
| Training as substitute for experience | 27% | 60% | 13% | 0% |

Automotive Mechanics (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate electronic automotive diagnostic equipment, implement safe work practices, tune up engines, repair brakes, vehicle heaters, air conditioners, carburetors, emission controls and fuel injection systems, read and follow instructions, write legibly, work independently and work with close supervision.

Skills in: arc and gas welding, front end alignment, basic math and oral communication.

Licenses and Certificates: possession of a valid driver's license, brake check certificate, certified in automotive service excellence (ASE), air conditioning maintenance and repair and as a Smog Control Mechanic.

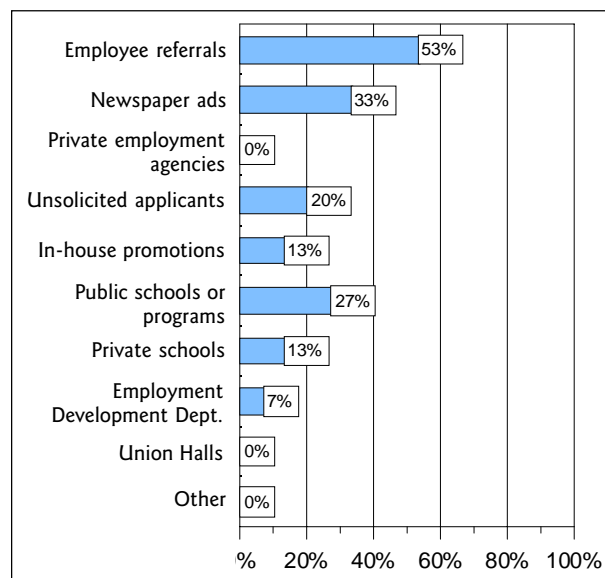
Other: good DMV driving record.

Promotional Opportunities

Some employers (36%) promote employees from this occupation to higher level positions. These positions may include foreman or service manager.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation.



Where the Jobs Are

Major Employing Industries:

- New and used car dealers
- Auto and home supply stores
- Gasoline service stations
- Hotels and motels
- General automotive repair shops
- Federal government

Available Training

Bishop Union High School District Regional Occupational Program

General Office Clerks

OES Code: 553470

19 Employers Responded

94 Jobs Represented

Alternate Titles: Secretaries, Administrative Clerks, Receptionists

Description

General Office Clerks perform a wide variety of tasks. Clerical duties may be assigned in accordance with the office procedures of individual establishments and may include a combination of bookkeeping, typing, stenography, office machine operation and filing. This occupation does not include workers whose duties are narrowly defined.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 4.75-\$12.50 | \$ 7.00 |
| Union | \$ 7.30-\$10.29 | \$ 9.05 |
| Experienced/New to Firm | | |
| Non-union | \$ 4.75-\$14.43 | \$ 9.00 |
| Union | \$ 7.66-\$10.81 | \$ 9.51 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 4.75-\$17.50 | \$11.50 |
| Union | \$ 8.04-\$12.35 | \$11.00 |

Few employers (16%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 40 hours a week. Part-time employees work an average of 27 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 87% | 20% |
| Dental Insurance | 47% | 20% |
| Vision Insurance | 33% | 13% |
| Life Insurance | 60% | 20% |
| Paid Sick Leave | 73% | 33% |
| Paid Vacation | 93% | 33% |
| Retirement Plan | 67% | 33% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Medium*

Job Growth Rate: *Much faster than average* (33.3%)

(The projected average growth rate for all occupations in Inyo and Mono Counties is 5.6% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 5% | 63% | 32% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 5% | 63% | 32% |

Supply/Demand Assessments

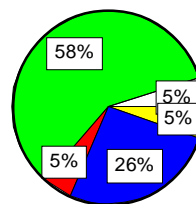
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



5% Less than High School
58% High School or Equivalent
26% Some College but no Degree
5% Associate Degree
5% Bachelor Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 11% | 26% | 37% | 26% |
| Training as substitute for experience | 0% | 63% | 32% | 5% |

General Office Clerks (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate a transcribing machine and a 10-key adding machine by touch, write effectively, type at least 45 words per minute, perform routine and repetitive work, work independently, read and follow instructions, write legibly and work with close supervision.

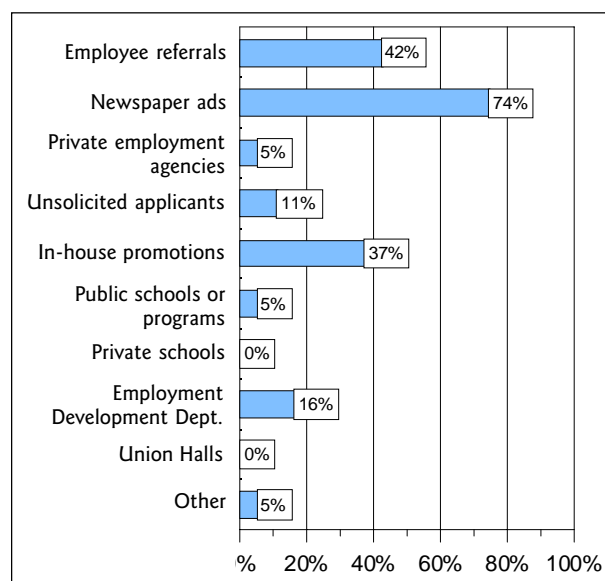
Skills in: alphabetic and numeric filing, telephone answering, public contact, basic math, oral communication, English grammar, spelling and punctuation.

Promotional Opportunities

Most employers (67%) promote employees from this occupation to higher level positions. These positions may include secretary, supervisor or office manager.

Recruitment Methods

Responding employers reported the following methods used to recruit applicants for this occupation.



Where the Jobs Are

Major Employing Industries:

- Crude petroleum and natural gas
- Grocery stores
- New and used car dealers
- Eating places
- Drug stores and propriety stores
- Employment agencies
- Help supply services
- Offices and clinics of medical doctors
- General medical and surgical hospitals
- Legal services
- Elementary and secondary schools
- Colleges and universities
- Junior colleges
- Federal, state and local government

Available Training

Bishop Union High School District Regional Occupational Program, Cerro Coso Community College

Hosts, Hostesses - Restaurant, Lounge

OES Code: 650020

17 Employers Responded

85 Jobs Represented

Alternate Titles: Cashiers

Description

Hosts and Hostesses-Restaurant, Lounge or Coffee Shop, welcome patrons, seat them at tables or in a lounge and insure quality of facilities and service.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$18.00 | \$ 5.25 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.00-\$18.50 | \$ 6.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.00-\$20.00 | \$ 7.25 |

Full-time workers in this occupation work an average of 40 hours a week. Part-time employees work an average of 18 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 33% | 0% |
| Dental Insurance | 0% | 0% |
| Vision Insurance | 0% | 0% |
| Life Insurance | 0% | 0% |
| Paid Sick Leave | 0% | 0% |
| Paid Vacation | 67% | 0% |
| Retirement Plan | 0% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Large*

Job Growth Rate: *Slower than average (1.7%)*

(The projected average growth rate for all occupations in Inyo and Mono Counties is 5.6% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 12% | 82% | 6% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 6% | 76% | 18% |

Supply/Demand Assessments

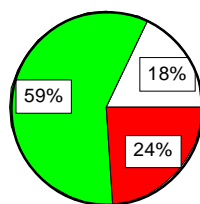
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



18% Less than High School
59% High School or Equivalent
25% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 41% | 47% | 6% | 6% |
| Training as substitute for experience | 0% | 18% | 41% | 41% |

Hosts, Hostesses (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate a cash register, write effectively, stand continuously for two or more hours, read and follow instructions, work independently, work under pressure, work with close supervision and write legibly.

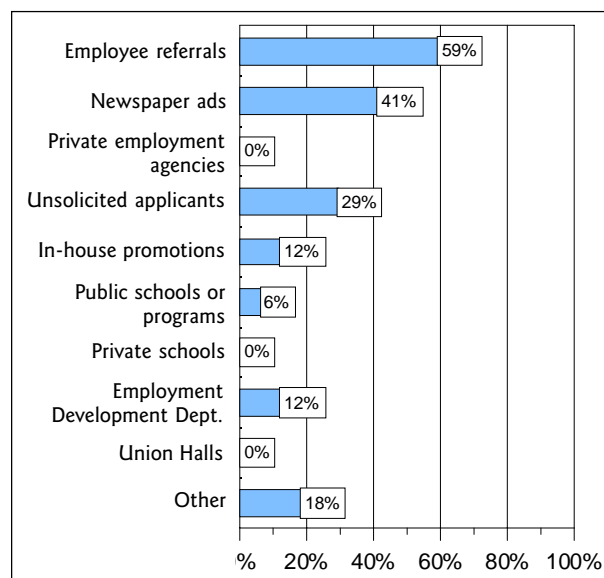
Skills in: supervising, record keeping, cash handling, basic math, oral communication, public contact and customer service.

Promotional Opportunities

Almost all employers (88%) promote employees from this occupation to higher level positions. These positions may include server or management.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation:



Where the Jobs Are

Major Employing Industries:

- Eating places

Available Training

Our research indicates that no formal training is available for this occupation.

Lodging Managers

OES Code: 150262

15 Employers Responded

70 Jobs Represented

Alternate Titles: Hotel/Motel Managers

Description

Lodging Managers plan, organize, direct, control or coordinate activities of an organization or department that provides lodging such as hotels, motels or tourist courts.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 4.75-\$12.50 | \$ 6.00 |
| Experienced/New to Firm | | |
| Non-union | \$ 4.75-\$13.30 | \$ 6.50 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.18-\$21.58 | \$ 7.50 |

Full-time workers in this occupation work an average of 46 hours a week. Part-time employees work an average of 26 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 86% | 0% |
| Dental Insurance | 57% | 0% |
| Vision Insurance | 14% | 0% |
| Life Insurance | 29% | 0% |
| Paid Sick Leave | 57% | 0% |
| Paid Vacation | 86% | 0% |
| Retirement Plan | 43% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): Large

Job Growth Rate: Decline (-7.4%)

(The projected average growth rate for all occupations in Inyo and Mono Counties is 5.6% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 80% | 20% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 80% | 20% |

Supply/Demand Assessments

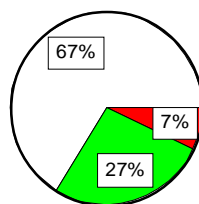
Degree of difficulty employers have in finding qualified applicants:

Experienced: *A little difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



67% High School or Equivalent
27% Some College but no Degree
7% Associate Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 47% | 40% | 13% | 0% |
| Training as substitute for experience | 0% | 73% | 13% | 13% |

Lodging Managers (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: maintain financial records, manage an activity or department, plan and organize the work of others, follow purchasing procedures, hire and assign personnel, read and follow instructions, write legibly, write effectively, work independently, work under pressure and work with close supervision.

Skills in: problem solving, catering, business math, oral communication, record keeping, public contact and customer service.

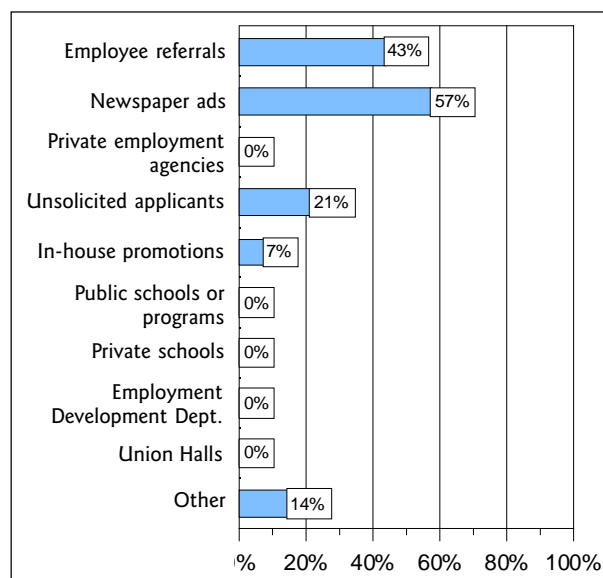
Knowledge of: inventory techniques.

Promotional Opportunities

Some employers (21%) promote employees from this occupation to higher level positions. These positions may include upper management.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation.



Where the Jobs Are

Major Employing Industries:

- Hotels and motels
- Trailer parks and camp sites

Available Training

Our research indicates that no formal training is available for this occupation.

Maids & Housekeeping Cleaners

OES Code: 670020

18 Employers Responded

173 Jobs Represented

Alternate Titles: Environmental Service Workers, Head Housekeepers, Attendants

Description

Maids and Housekeeping Cleaners perform any combination of tasks to maintain rooms in commercial establishments, such as hotels, restaurants and hospitals, in a clean and orderly condition. Their duties include making beds, replenishing linens, cleaning rooms and halls and arranging furniture.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$11.00 | \$ 6.00 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.00-\$11.00 | \$ 6.13 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.00-\$13.00 | \$ 7.25 |

Full-time workers in this occupation work an average of 37 hours a week. Part-time employees work an average of 26 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 44% | 22% |
| Dental Insurance | 33% | 22% |
| Vision Insurance | 22% | 22% |
| Life Insurance | 33% | 11% |
| Paid Sick Leave | 33% | 22% |
| Paid Vacation | 89% | 22% |
| Retirement Plan | 33% | 22% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Very large*

Job Growth Rate: *Decline (-1.2%)*

(The projected average growth rate for all occupations in Inyo and Mono Counties is 5.6% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 0% | 89% | 11% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 0% | 72% | 28% |

Supply/Demand Assessments

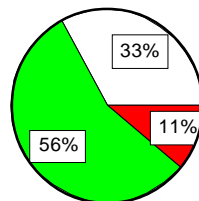
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



33% Less than High School
56% High School or Equivalent
11% Some College but no Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 28% | 33% | 33% | 6% |
| Training as substitute for experience | 6% | 39% | 39% | 17% |

Maids & Housekeeping Cleaners (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate commercial laundry machines and vacuum cleaners, administer emergency first aid, stand for prolonged periods, lift at least 50 pounds repeatedly, read and follow instructions, write legibly, work independently and work with close supervision.

Skills in: basic math.

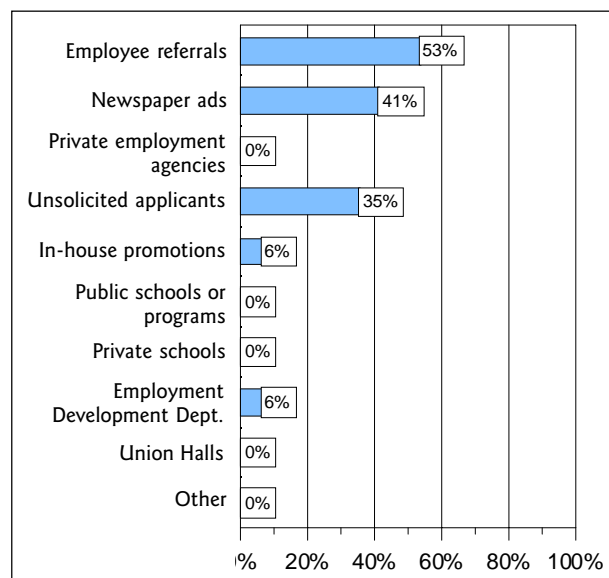
Other: bondable and own reliable vehicle.

Promotional Opportunities

Many employers (47%) promote employees from this occupation to higher level positions. These positions may include desk clerk, lead person or supervisor.

Recruitment Methods

Responding employers reported the following methods used to recruit applicants for this occupation.



Where the Jobs Are

Major Employing Industries:

- Hotels and motels
- General medical and surgical hospitals
- Civic and social associations

Available Training

Our research indicates that no formal training is available for this occupation.

Stock Clerks - Sales Floor

OES Code: 490210

15 Employers Responded

216 Jobs Represented

Alternate Titles: Cashiers

Description

Sales Floor Stock Clerks receive, store and issue merchandise on the sales floor, stock shelves, racks, cases, bins and tables with merchandise, arrange displays of items to attract customers and may periodically take physical count of stock or check and mark merchandise.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 4.75-\$ 8.00 | \$ 5.38 |
| Union | \$ 5.00-\$ 5.00 | \$ 5.00 |
| Experienced/New to Firm | | |
| Non-union | \$ 5.00-\$ 8.00 | \$ 5.75 |
| Union | \$ 6.00-\$ 6.00 | \$ 6.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 5.90-\$10.63 | \$ 7.00 |
| Union | \$10.00-\$10.00 | \$10.00 |

Few employers (7%) reported that employees in this occupation were members of a union.

Full-time workers in this occupation work an average of 39 hours a week. Part-time employees work an average of 24 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 60% | 0% |
| Dental Insurance | 30% | 0% |
| Vision Insurance | 20% | 0% |
| Life Insurance | 40% | 0% |
| Paid Sick Leave | 30% | 30% |
| Paid Vacation | 100% | 30% |
| Retirement Plan | 40% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): Very large

Job Growth Rate: *Faster than average (7.0%)*

(The projected average growth rate for all occupations in Inyo and Mono Counties is 5.6% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| | | |
|-----------------|------------------------|-------------|
| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
| 7% | 87% | 7% |

Responding employers reported employment in this occupation over the next three years would:

| | | |
|----------------|----------------------|-------------|
| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
| 7% | 73% | 20% |

Supply/Demand Assessments

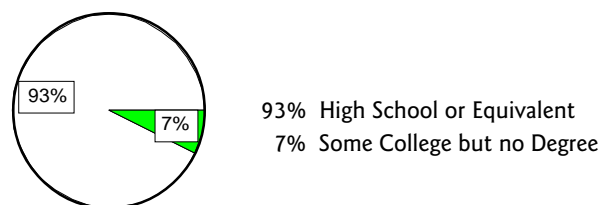
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *A little difficult*

Employer Requirements

Education of Recent Hires:



Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 40% | 53% | 7% | 0% |
| Training as substitute for experience | 7% | 13% | 47% | 33% |

Stock Clerks - Sales Floor (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate a forklift, stand continuously for two or more hours, lift at least 50 pounds repeatedly, read and follow instructions, write legibly, work independently and work with close supervision.

Skills in: cash handling, record keeping, basic math, oral communication and customer service.

Knowledge of: inventory techniques.

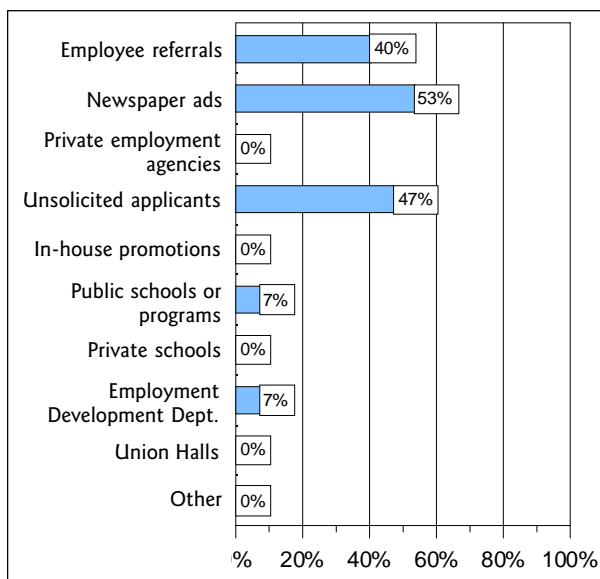
Other: bondable.

Promotional Opportunities

Many employers (53%) promote employees from this occupation to higher level positions. These positions may include supervisor or manager.

Recruitment Methods

Responding employers reported the following methods used to recruit applicants for this occupation.



Where the Jobs Are

Major Employing Industries:

- Department stores
- Grocery stores
- Book stores
- Gift, novelty and souvenir shops

Available Training

Our research indicates that no formal training is available for this occupation.

Truck Drivers - Light

OES Code: 971050

16 Employers Responded

61 Jobs Represented

Alternate Titles: Delivery Workers, Route Deliverers, Delivery Drivers

Description

Light Truck Drivers, including Delivery and Route Workers, drive vehicles with a capacity under three tons. They deliver or pick up merchandise and may load and unload trucks. This occupation does not include workers whose duties include sales.

Wages and Hours

| | <u>Wage Range</u> | <u>Median</u> |
|----------------------------------|-------------------|---------------|
| Entry/No Experience | | |
| Non-union | \$ 5.00-\$20.00 | \$ 7.75 |
| Experience/New to Firm | | |
| Non-union | \$ 6.00-\$20.00 | \$10.00 |
| 3+ Yrs. Experience w/Firm | | |
| Non-union | \$ 8.00-\$20.00 | \$12.00 |

Full-time workers in this occupation work an average of 41 hours a week. Part-time employees work an average of 12 hours a week.

Fringe Benefits

| | <u>Full-time</u> | <u>Part-time</u> |
|-------------------|------------------|------------------|
| Medical Insurance | 71% | 0% |
| Dental Insurance | 29% | 0% |
| Vision Insurance | 7% | 0% |
| Life Insurance | 21% | 0% |
| Paid Sick Leave | 36% | 7% |
| Paid Vacation | 71% | 7% |
| Retirement Plan | 21% | 0% |
| Child Care | 0% | 0% |

Percentages are based on the number of employers responding to this question.

Employment Forecast

Occupation Size (1997): *Very large*

Job Growth Rate: *Remain stable (0.0%)*

(The projected average growth rate for all occupations in Inyo and Mono Counties is 5.6% for the period 1993 through 2000.)

Responding employers reported employment in this occupation during the last year:

| <u>Declined</u> | <u>Remained Stable</u> | <u>Grew</u> |
|-----------------|------------------------|-------------|
| 0% | 81% | 19% |

Responding employers reported employment in this occupation over the next three years would:

| <u>Decline</u> | <u>Remain Stable</u> | <u>Grow</u> |
|----------------|----------------------|-------------|
| 0% | 75% | 25% |

Supply/Demand Assessments

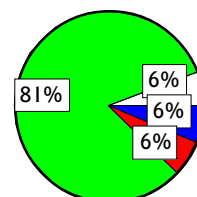
Degree of difficulty employers have in finding qualified applicants:

Experienced: *Somewhat difficult*

Inexperienced: *Somewhat difficult*

Employer Requirements

Education & Training of Recent Hires:



6% Less than High School
81% High School or Equivalent
6% Some College but no Degree
6% Associate Degree

Experience & Other Requirements:

| | <u>Never</u> | <u>Sometimes</u> | <u>Usually</u> | <u>Always</u> |
|---------------------------------------|--------------|------------------|----------------|---------------|
| Work experience required | 44% | 38% | 6% | 13% |
| Training as substitute for experience | 6% | 50% | 31% | 13% |

Truck Drivers - Light (continued)

Job Qualifications

Although not reported by local employers, important job qualifications noted by employers throughout the state include the following:

Ability to: operate a fork lift, load and unload freight, read invoices, pass a pre-employment medical examination, lift at least 75 pounds repeatedly, read and follow instructions, write legibly and work independently.

Skills in: record keeping, map reading, basic math and oral communication.

Knowledge of: local streets.

Licenses: valid Class A and Class B driver's licenses.

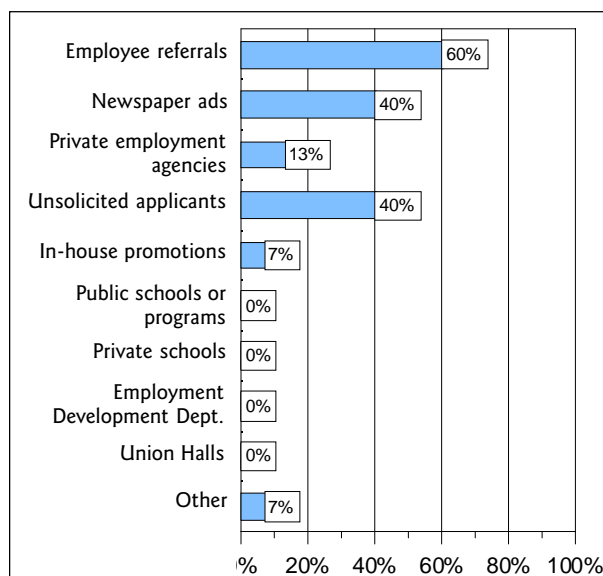
Other: clean DMV driving record.

Promotional Opportunities

Most employers (63%) promote employees from this occupation to higher level positions. These positions may include management positions.

Recruitment Methods

Responding employers reported the following methods are used to recruit applicants for this occupation.



Where the Jobs Are

Major Employing Industries:

- Eating places
- Hotels and motels
- Courier services, except by air
- Newspapers
- Local trucking, without storage
- Dairy products, except dried or canned
- Liquified petroleum gas dealers
- Packaged frozen foods
- Petroleum bulk stations and terminals

Available Training

Our research indicates that no formal training is available for this occupation.

Occupational Recap of 1997 Inyo and Mono Counties Labor Market Study

| Occupation | Size of Occupation | Job Growth Rate Compared to average growth rate for all occupations in Inyo and Mono Counties | Supply/Demand Assessment Degree of difficulty employers have in finding qualified applicants | Median Hourly Wages (Non-union) New hires, no experience New hires, with experience 3 yrs. experience with firm |
|-------------------------------|---------------------------|---|--|--|
| Automotive Mechanics | Very Large | Faster than average | Experienced: Some Inexperienced: A little | \$ 7.00 \$10.40 \$13.00 |
| General Office Clerks | Medium | Faster than average | Experienced: Some Inexperienced: A little | \$ 7.00 \$ 9.00 \$11.50 |
| Hosts/ Hostesses | Large | Slower than average | Experienced: Some Inexperienced: A little | \$ 5.25 \$ 6.00 \$ 7.25 |
| Lodging Managers | Large | Decline | Experienced: A little Inexperienced: A little | \$ 6.00 \$ 6.50 \$ 7.50 |
| Maids & Housekeeping Cleaners | Very large | Decline | Experienced: Some Inexperienced: A little | \$ 6.00 \$ 6.13 \$ 7.25 |
| Stock Clerks | Very large | Faster than average | Experienced: Some Inexperienced: A little | \$ 5.38 \$ 5.75 \$ 7.00 |
| Truck Drivers - Light | Very large | Remain stable | Experienced: Some Inexperienced: Some | \$ 7.25 \$10.00 \$12.00 |

Previously Surveyed Occupations

Summaries for these occupations are available through Employers' Training Resource. Listed below are occupations which have been previously surveyed for Kern, Inyo and Mono Counties.

Kern County

| Occupation | OES Code | Survey Year(s) |
|---|----------|----------------|
| Accountants and Auditors | 211140 | 1992 |
| Adjustment Clerks | 531230 | 1996 |
| Aircraft Mechanics | 853230 | 1991 |
| Automotive Mechanics | 853020 | 1990, 1995 |
| Automotive Body and Related Repairers | 853050 | 1992 |
| Bakers—Bread and Pastry | 650210 | 1993 |
| Bill and Account Collectors | 535080 | 1993 |
| Billing, Cost and Rate Clerks | 553440 | 1996 |
| Bookkeeping, Accounting, and Auditing Clerks, Including Bookkeepers | 553380 | 1990, 1994 |
| Burglar and Fire Alarm Installers and Repairers | 872020 | 1994 |
| Bus Drivers | 971080 | 1992 |
| Bus Drivers, School | 971110 | 1993 |
| Bus and Truck Mechanics | 853110 | 1991 |
| Butchers and Meat Cutters | 650230 | 1993 |
| Carpenters | 871020 | 1992 |
| Cashiers | 490230 | 1990, 1996 |
| Child Care Workers | 680380 | 1991 |
| Combined Food Preparation and Service Workers | 650410 | 1992 |
| Computer Programmer Aides | 251080 | *1990 |
| Computer Programmers | 251050 | 1991 |
| Computer Operators | 560110 | 1991 |
| Concrete and Terrazzo Finishers | 873110 | 1996 |
| Cooks, Restaurant | 650260 | 1993 |
| Cooks, Short Order | 650350 | 1994 |
| Correction Officers and Jailers | 630170 | 1990 |
| Counter Attendants (Lunchroom, Coffee Shop or Cafeteria) | 650170 | 1996 |
| Counter and Rental Clerks | 490170 | 1993 |
| Data Entry Keyers, Except Composing | 560170 | 1994 |
| Data Processing Equipment Repairers | 857050 | 1990 |
| Dental Assistants | 660020 | 1992 |
| Dental Hygienists | 329080 | 1992 |
| Dining Room Attendants, Bar Helpers | 650140 | 1995 |
| Dispatchers, Except Police, Fire, and Ambulance | 580050 | 1992 |
| Drafters | 225140 | 1992 |
| Drivers/Sales Workers | 971170 | 1996 |
| Electrical and Electronic Engineering Technicians and Technologists | 225050 | 1991 |
| Electrical and Electronic Engineers | 221260 | 1994 |
| Electricians | 872020 | 1993 |
| File Clerks | 553210 | 1994 |

Previously Surveyed Occupations (continued)

Kern County (continued)

| Occupation | OES Code | Survey Year(s) |
|---|----------|----------------|
| Food Service Managers | 150261 | 1994 |
| Food Preparation Workers | 650380 | 1991 |
| Gardeners, Groundskeepers—Except Farm | 790300 | 1991, 1996 |
| General Office Clerks | 553470 | 1990, 1995 |
| Grader, Dozer, and Scraper Operators | 979380 | 1991 |
| Graders and Sorters—Agricultural Products | 790110 | 1991 |
| Guards and Watch Guards | 630470 | 1990, 1994 |
| Hand Packers and Packagers | 989020 | 1991 |
| Heating, Air Conditioning, and Refrigeration Mechanics and Installers | 859020 | 1992 |
| Home Health Care Workers | 660110 | 1990 |
| Hosts, Hostesses—Restaurant, Lounge, or Coffee Shop | 650020 | 1994 |
| Hotel Desk Clerks | 538080 | 1994 |
| Housekeeping Supervisors | 610080 | 1994 |
| Inspectors, Testers, and Graders, Precision | 830020 | 1993 |
| Instructional Aides | 315211 | 1994 |
| Instrument Repairers—Precision | 859050 | 1993 |
| Insurance Claims Clerks | 553110 | 1994 |
| Janitors and Cleaners—Except Maids and Housekeeping Cleaners | 670050 | 1992 |
| Laundry and Dry Cleaning Machine Operators and Tenders | 927260 | 1996 |
| Legal Secretaries | 551020 | 1992 |
| Licensed Vocational Nurses | 325050 | 1992 |
| Loan and Credit Clerks | 531210 | 1992 |
| Loan Officers and Counselors | 211080 | 1994 |
| Lodging Managers | 150262 | 1994 |
| Machinists | 891080 | 1991, 1995 |
| Maids and Housekeeping Cleaners | 670020 | 1991 |
| Maintenance Repairers, General Utility | 851320 | 1990, 1995 |
| Marketing, Advertising, and Public Relations Managers | 130110 | 1995 |
| Medical Records Technicians | 329110 | 1993 |
| Medical Assistants | 660050 | 1991, 1996 |
| Nursery Workers | 790050 | 1992 |
| Nurse Aides | 660080 | 1990, 1995 |
| Office Machine and Cash Register Servicers | 859260 | 1992 |
| Packaging and Filling Machine Operators | 929740 | 1990 |
| Painters, Paperhangers—Construction and Maintenance | 874020 | 1994 |
| Paralegal Personnel | 283050 | 1994 |
| Pest Controllers and Assistants | 670080 | 1993 |
| Petroleum Technicians and Technologists | 245110 | 1991, 1995 |
| Pharmacists | 325170 | 1996 |
| Pharmacy Technicians | 325180 | 1993 |
| Physical Therapists | 323080 | 1993 |
| Plumbers, Pipefitters, and Steamfitters | 875020 | 1994 |
| Property and Real Estate Managers | 150110 | 1995 |

Previously Surveyed Occupations (continued)

Kern County (continued)

| Occupation | OES Code | Survey Year(s) |
|---|----------|----------------|
| Radiologic Technologists, Diagnostic | 329210 | 1992 |
| Receptionists and Information Clerks | 553050 | 1992 |
| Registered Nurses | 325020 | 1993 |
| Respiratory Care Practitioners | 323020 | 1993, 1995 |
| Rotary Drill Operators, Oil and Gas Extract | 879110 | 1995 |
| Roustabouts | 879210 | 1990, 1996 |
| Sales Agents and Placers, Insurance | 430020 | 1991 |
| Sales Representatives, Non-Specific | 490080 | 1995 |
| Salespersons, Parts | 490140 | 1991 |
| Secretaries, General | 551080 | 1991 |
| Secretaries, Medical | 551050 | 1992 |
| Service Unit Operators | 879170 | 1990 |
| Sheet Metal Workers | 891320 | 1996 |
| Social Workers, Except Medical and Psychiatric | 273050 | 1996 |
| Stock Clerks, Stockroom, Warehouse or Storage Yard | 580230 | 1990, 1995 |
| Stock Clerks, Sales Floor | 490210 | 1992 |
| Systems Analysts, Electronic Data Processing | 251020 | 1993 |
| Teacher Aides, Paraprofessional | 315210 | 1990 |
| Teachers and Instructors, Vocational Educational and Training | 313140 | 1993 |
| Teachers, Special Education | 313110 | 1996 |
| Tellers | 531020 | 1991 |
| Tire Repairers and Changers | 859530 | 1996 |
| Traffic, Shipping and Receiving Clerks | 580280 | *1990, 1993 |
| Travel Agents | 430210 | 1995 |
| Truck Driver, Light, Including Delivery and Route Workers | 971050 | 1993 |
| Truck Drivers, Heavy or Tractor Trailer | 971020 | 1990, 1994 |
| Typists | 553080 | *1995 |
| Veterinary Assistants | 798060 | 1995 |
| Waiters and Waitresses | 650080 | 1991 |
| Welders and Cutters | 939140 | 1991 |

*limited survey

Previously Surveyed Occupations (continued)

Inyo and Mono Counties

| Occupation | OES Code | Survey Year(s) |
|---|----------|----------------|
| Amusement and Recreation Attendants | 680140 | 1994 |
| Automotive Mechanics | 853020 | 1992 |
| Bookkeeping, Accounting, and Auditing Clerks, Including Bookkeepers | 553380 | 1990 |
| Carpenters | 871020 | 1990, 1995 |
| Cashiers | 490230 | 1992, 1995 |
| Child Care Workers | 680380 | 1993 |
| Combined Food Preparation and Service Workers | 650410 | 1996 |
| Cooks, Restaurant | 650260 | 1990 |
| Cooks, Specialty Fast Food | 650320 | 1994 |
| Dining Room and Cafeteria Attendants and Bar Helpers | 650140 | 1994 |
| First Line Clerical Managers/Supervisor | 510020 | 1996 |
| Food Preparation Workers | 650380 | 1991 |
| Forest and Conservation Workers | 790020 | 1993 |
| Gardeners, Groundskeepers-Except Farm | 790140 | 1992 |
| General Office Clerks | 553470 | 1991 |
| Hotel Desk Clerks | 538080 | 1990 |
| Instructors and Coaches, Sports and Physical Training | 313210 | 1994 |
| Janitors and Cleaners, Except Maids | 670050 | 1992 |
| Kindergarten Teachers | 313022 | 1994 |
| Maids and Housekeeping Cleaners | 670020 | 1991 |
| Maintenance Repairers, General Utility | 851320 | 1992, 1994 |
| Nurse Aides | 660080 | 1990, 1993 |
| Painters, Paperhangers, Construction and Maintenance | 874020 | 1995 |
| Teachers, Preschool and Kindergarten | 313021 | 1994 |
| Receptionists and Information Clerks | 553050 | 1992, 1995 |
| Registered Nurses | 325020 | 1993 |
| Salespersons, Parts | 490140 | 1996 |
| Salespersons, Retail (Except Vehicle Sales) | 490112 | 1991, 1995 |
| Secretaries, General | 551080 | 1991, 1996 |
| Service Station Attendants | 978050 | 1993 |
| Stock Clerks, Sales Floor | 490210 | 1993 |
| Tellers | 531020 | 1995 |
| Truck Drivers, Heavy or Tractor Trailer | 553050 | 1992 |
| Truck Drivers, Light | 971050 | 1990 |
| Typists, Including Word Processing | 553070 | 1996 |
| Waiters and Waitresses | 065008 | 1991 |

Training Providers

The following is a list of training providers which offer local training for many of the occupations summarized in this report. More information about these and other training providers in Kern, Inyo and Mono Counties is available in the *Kern, Inyo and Mono Counties 1996 Training Directory* available through Employers' Training Resource.

Antelope Valley Regional Occupational Program

44811 Sierra Highway
Lancaster, CA 93534
(805) 948-7655, ext. 283

Bakersfield Adult School

501 South Mt. Vernon Avenue
Bakersfield, CA 93307
(805) 835-1855

Bakersfield College

1801 Panorama Drive
Bakersfield, CA 93305
(805) 395-4571

Bishop Union High School District Regional Occupational Program

301 North Fowler Street
Bishop, CA 93514
(760) 878-2426

California State University, Bakersfield

9001 Stockdale Highway
Bakersfield, CA 93311-1099
(805) 664-2011

Cerro Coso Community College

3000 College Heights Boulevard
Ridgecrest, CA 93555
(760) 375-5001

Community Connection for Child Care

2000 24th Street, Ste. 100
Bakersfield, CA 93301
(805) 861-5200

Delano Adult School

1357 Cecil Avenue
Delano, CA 93215
(805) 725-4009

East Bakersfield High School

Health Careers Academy
2200 Quincy Street
Bakersfield, CA 93305
(805) 871-7221

Golden State Business College

3356 South Fairway
Visalia, CA 93277
(805) 733-4040

Henkels & McCoy Training Services, Inc.

402 W. Arrow Highway, #14
San Dimas, CA 91773
(909) 394-7457 or (800) 898-0955

Kern County Regional Occupational Program

15926 "K" Street
Mojave, CA 93501
(805) 824-9313

Kern High School District

5801 Sundale Avenue
Bakersfield, CA 93309
(805) 827-3100

Kern Regional Occupational Center

501 South Mt. Vernon Avenue
Bakersfield, CA 93307
(805) 831-3327

McFarland Unified School District

599 Fifth Street
McFarland, CA 93250
(805) 792-6312

Mexican American Opportunity Foundation

2001 28th Street
Bakersfield, CA 93301
(805) 861-2800

Training Providers (continued)

National Training Institute

4450 Stine Road, Ste. D
Bakersfield, CA 93313
(805) 398-1150

North Kern Vocational Training Center

2150 Seventh Street
Wasco, CA 93280-1563
(805) 758-3045

Porterville College

100 East College Avenue
Porterville, CA 93257
(805) 781-2313

Proteus, Inc.

P. O. Box 727
1830 North Dinuba Boulevard
Visalia, CA 93291
(209) 733-5423

San Joaquin Valley College

201 New Stine Road
Bakersfield, CA 93309
(805) 834-0126

Santa Barbara Business College

211 South Real Road
Bakersfield, CA 93309
(805) 835-1100

Taft College

P. O. Box 1437
29 Emmons Park Drive
Taft, CA 93268
(805) 763-4268

West Side Regional Occupational Center

P. O. Box 1337
Taft, CA 93268
(805) 765-7185

